




MACKENZIE COUNTY


REGULAR COUNCIL MEETING

MAY 25, 2022
10:00 AM

FORT VERMILION COUNCIL
CHAMBERS

 780.927.3718

 www.mackenziecounty.com

 4511-46 Avenue, Fort Vermilion

 office@mackenziecounty.com



Mackenzie County

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Wednesday May 25, 2022
10:00 a.m.**

Fort Vermilion Council Chambers

Fort Vermilion, Alberta

AGENDA

			Page
CALL TO ORDER:	1.	a) Call to Order	
AGENDA:	2.	a) Adoption of Agenda	
ADOPTION OF PREVIOUS MINUTES:	3.	a) Minutes of the May 10, 2022 Regular Council Meeting	7
		b) Business Arising out of the Minutes	
		c)	
CLOSED MEETING:		<i>Freedom of Information and Protection of Privacy Act Division 2, Part 1 Exceptions to Disclosure</i>	
	4.	a) 2022 Bursary Applications (<i>FOIP s.17</i>)	
		b) Organizational Chart (<i>FOIP s. 23, 24, 27</i>)	
		c)	
		d)	
		e)	
TENDERS:		Tender openings are scheduled for 11:00 a.m.	
	5.	a) Agricultural Land Lease Request for Proposals – Hay Land Rental	19
		b)	
PUBLIC HEARINGS:		Public Hearings are scheduled for 1:00 p.m.	
	6.	a) Bylaw 1258-22 Land Use Bylaw Amendment to Rezone NW 26-105-15-W5M from Agricultural	21

“A” to Rural Industrial General “RIG” (La Crete Rural)

		b)		
DELEGATIONS	7.	a)	Mrs. Peters – Ridgeview Central School Grade 6 Class – 10:00 A.M.	
		b)		
GENERAL REPORTS:	8.	a)		
		b)		
AGRICULTURE SERVICES:	9.	a)	Policy ASB13 Beaver Control	33
		b)		
		c)		
COMMUNITY SERVICES:	10.	a)	Grass Clippings & Brush at Waste Transfer Stations	37
		b)	Hamlet Clean-up – Fall Proposals	41
		c)	Waste Transfer Station Hauling Contract – Request for Proposals	45
		d)		
		e)		
FINANCE:	11.	a)	Bursary Applicant – Forgiveness Request	75
		b)	Financial Reports – January 1 – April 30, 2022	89
		c)	Request to Write-off Taxes & Penalties Tax Roll 084425 – Non Profit Organization	119
		d)	Councillor Expense Claims	123
		e)	Members at Large Expense Claims	125
		f)		
OPERATIONS:	12.	a)	Theft of Gravel – Mackenzie County Pits	127
		b)		

		c)		
UTILITIES:	13.	a)		
		b)		
PLANNING & DEVELOPMENT:	14.	a)	Asphalt Upgrade – 91 st Street in the hamlet of La Crete (SE 10-106-15-W5M)	129
		b)	Bylaw 1259-22 Partial Plan Cancellation and Consolidation of Plan 1160NY, Block 3, Lots 1 & 2	135
		c)	Bylaw 1260-22 Partial Plan Cancellation and Consolidation of Plan 012 4176, Block 01, Lots 5 & 6	145
		d)	Bylaw 12XX-22 Off-Site Levy Bylaw – Fort Vermilion Industrial Sanitary Sewer Main and Waterline	153
		e)	Development Ad Hoc Committee-Terms of Reference (TOR)	161
		f)		
		g)		
ADMINISTRATION:	15	a)	2022 Community Meeting Dates (formerly named Ratepayer Meetings)	167
		b)		
		c)		
		d)		
COMMITTEE OF THE WHOLE ITEMS:	16	a)	Business Arising out of Committee of the Whole	
		b)		
		c)		
COUNCIL COMMITTEE REPORTS:	17.	a)	Council Committee Reports (verbal)	
		b)	Agricultural Service Board Meeting Minutes	179
		c)	Municipal Planning Commission Meeting Minutes	185

- d)
- INFORMATION / CORRESPONDENCE:** 18. a) Information/Correspondence 209
- NOTICE OF MOTION:** 19. a)
- NEXT MEETING DATES:** 20. a) Regular Council Meeting
June 7, 2022
10:00 a.m.
Fort Vermilion Council Chambers
- b) Regular Council Meeting
June 22, 2022
10:00 a.m.
Fort Vermilion Council Chambers
- ADJOURNMENT:** 21. a) Adjournment



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 25, 2022
Presented By:	Carrie Simpson, Director of Legislative & Support Services
Title:	Minutes of the May 10, 2022 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the May 10, 2022 Regular Council Meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION / PUBLIC PARTICIPATION:

Approved Council Meeting minutes are posted on the County website.

POLICY REFERENCES:

Author: J. Schmidt **Reviewed by:** C. Simpson **CAO:** _____

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the minutes of the May 10, 2022 Regular Council Meeting be adopted as presented.

Author: J. Schmidt **Reviewed by:** C. Simpson **CAO:** _____

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, May 10, 2022
10:00 a.m.**

**Fort Vermilion Council Chambers
Fort Vermilion, AB**

PRESENT:

Josh Knelsen	Reeve
Walter Sarapuk	Deputy Reeve
Jacque Bateman	Councillor
Peter F. Braun	Councillor
Cameron Cardinal	Councillor
Darrell Derksen	Councillor
David Driedger	Councillor
Garrell Smith	Councillor – joined meeting at 10:01 a.m.
Lisa Wardley	Councillor (virtual)
Ernest Peters	Councillor

REGRETS:

ADMINISTRATION:

Byron Peters	Interim Chief Administrative Officer/ Director of Projects and Infrastructure
Carrie Simpson	Director of Legislative Services/ Recording Secretary
Jennifer Batt	Director of Finance
Jeff Simpson	Director of Operations (virtual)
John Zacharias	Director of Utilities
Don Roberts	Director of Community Services
Caitlin Smith	Director of Planning and Agriculture
Grant Smith	Agricultural Fieldman

ALSO PRESENT: Members of the Public

Minutes of the Regular Council meeting for Mackenzie County held on May 10, 2022 in the Council Chambers at the Fort Vermilion County Office.

CALL TO ORDER: 1. a) **Call to Order**

Reeve Knelsen called the meeting to order at 10:00 a.m.

AGENDA: 2. a) **Adoption of Agenda**

MOTION 22-05-338 **MOVED** by Councillor Braun

That the agenda for the May 10, 2022 Council meeting be approved with the following additions and deletions:

- 4. c) Personnel (*FOIP s. 17*)(ADDITION)
- 10. c) Zama Lot (ADDITION)
- 14. b) Asphalt Upgrade – 91st Street in the hamlet of La Crete (SE 10-106-15-W5M) (DELETION)
- 15. e) Elected Officials Education Program (EOEP) Training (ADDITION)
- 15. f) New Land Sales (ADDITION)

CARRIED

ADOPTION OF PREVIOUS MINUTES:

3. a) Minutes of the April 27, 2022 Regular Council Meeting

MOTION 22-05-339

MOVED by Councillor Derksen

That the minutes of the April 27, 2022 Regular Council Meeting be adopted as presented.

CARRIED

ADOPTION OF PREVIOUS MINUTES:

3. b) Business Arising out of the Minutes

None

CLOSED MEETING

4. a) CLOSED MEETING

MOTION 22-05-340

MOVED by Councillor Bateman

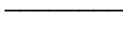
That Council move into a closed meeting at 10:05 a.m. to discuss the following:

- 4.a) Industrial Assessment (*FOIP s 21, s 24, s 25*)
- 4.b) Mitigation Purchase (*FOIP s. 23.25.27*)
- 4.c) Personnel (*FOIP s. 17*)

CARRIED

The following individuals were present during the closed meeting discussion. (*MGA Section 602.08(1)(6)*)

- All Members of Council
- Byron Peters, Interim Chief Administrative Officer
- Carrie Simpson, Director of Legislative Services/ Recording Secretary
- Jennifer Batt, Director of Finance



- Jeff Simpson, Director of Operations
- John Zacharias, Director of Utilities
- Don Roberts, Director of Community Services
- Caitlin Smith, Director of Planning and Agriculture
- Grant Smith, Agricultural Fieldman

Administration excluding Byron Peters, Interim Chief Administrative Officer, were asked to leave the closed meeting at 10:25 a.m.

MOTION 22-05-341 **MOVED** by Councillor Cardinal

That Council move out of a closed meeting at 11:26 a.m.

CARRIED

Reeve Knelsen recessed the meeting at 11:26 a.m. and reconvened the meeting at 11:32 a.m.

TENDERS:

5.a) 2022 Gravel Crushing Tender

MOTION 22-05-342 **MOVED** by Deputy Reeve Sarapuk

That the 2022 Gravel Crushing Tenders – Envelope #1 be opened.

CARRIED

Bidder	Qualifying Documents
Wapiti Sand & Gravel	All Qualifying Documents
Knelsen Sand & Gravel Ltd.	All Qualifying Documents

MOTION 22-05-343 **MOVED** by Councillor Peters

That the 2022 Gravel Crushing Tender - Envelope #2 be opened for qualified bidders.

CARRIED

Bidder	Total Option 1 – Completion July 15, 2022
Wapiti Sand & Gravel	N/A
Knelsen Sand & Gravel	N/A

Bidder	Total Option 2 – Completion May 1, 2023
Wapiti Sand & Gravel	\$ 1,325,889
Knelsen Sand & Gravel	\$ 1,656,130

MOTION 22-05-344 **MOVED** by Deputy Reeve Sarapuk
 Requires 2/3

That the 2022 Gravel Crushing contract be awarded to the lowest qualified bidder while staying within budget.

CARRIED

TENDERS: **5.b) River Road Subdivision – Phase 3 Tender**

MOTION 22-05-345 **MOVED** by Councillor Derksen

That the River Road Subdivision Tender – Envelope #1 be opened.

CARRIED

Bidder	Qualifying Documents
Dechant Construction Ltd.	All Qualifying Documents
Northern Road Builders	All Qualifying Documents

MOTION 22-05-346 **MOVED** by Councillor Driedger

That the River Road Subdivision Tender – Envelope #2 be opened for the qualified bidders.

CARRIED

	Dechant Construction Ltd	Northern Road Builders
Total	\$ 1,796,393.81	\$ 1,478,461.00

MOTION 22-05-347 **MOVED** by Councillor Peters
 Requires 2/3

That the River Road Subdivision contract be awarded to the highest scoring, qualified bidder while staying within budget.

CARRIED

COMMUNITY SERVICES: **10. b) La Crete on Wheels Society – Request to Amend the Handi-Bus Agreement**

MOTION 22-05-348 **MOVED** by Councillor Driedger

That the request by the LA on Wheels Society to amend the Handi-Bus Agreement to include Liability Insurance for Board Members be received for information.

DEFEATED

MOTION 22-05-349
 Requires 2/3

MOVED by Councillor Braun

That the LA on Wheels Society Agreement for the Handi-Bus be amended to include the cost for the Director Liability insurance.

CARRIED

Reeve Knelsen recessed the meeting at 12:10 p.m. and reconvened the meeting at 12:47 p.m.

PUBLIC HEARINGS:

6.a) None

DELEGATIONS

7. a) None

**GENERAL
 REPORTS:**

8. a) **CAO & Director Reports for April 2022**

MOTION 22-05-350

MOVED by Councillor Bateman

That the CAO & Director reports for April 2022 be received for information.

CARRIED

**AGRICULTURE
 SERVICES:**

9. a) None

**COMMUNITY
 SERVICES:**

10.a) **Hamlet Residential Garbage Pick Up – Fort Vermilion**

MOTION 22-05-351

MOVED by Councillor Cardinal

That Administration conduct a 2022 Fort Vermilion Residential Garbage Pick Up Survey and bring the results back to Council.

CARRIED

**COMMUNITY
 SERVICES:**

10. c) **Zama Lot (ADDITION)**

MOTION 22-05-352
Requires Unanimous

MOVED by Councillor Driedger

That the verbal update regarding the Zama lot be received for information.

CARRIED

FINANCE:

11. a) None

OPERATIONS:

12. a) None

UTILITIES:

13. a) Water Point Building Replacements – Additional Funding

MOTION 22-05-353
Requires 2/3

MOVED by Councillor Bateman

That the Water Point Building Replacements Project be amended by \$5,000 with funding coming from the Water/Sewer Infrastructure Reserve.

CARRIED

**PLANNING &
DEVELOPMENT:**

14. a) Development Ad Hoc Committee

MOTION 22-05-354

MOVED by Councillor Bateman

That administration proceed with the creation of the Mackenzie County Development Ad-Hoc Committee.

CARRIED

ADMINISTRATION:

15. a) Seniors' Week Declaration

MOTION 22-05-355

MOVED by Deputy Reeve Sarapuk

That Mackenzie County declare June 6 -12, 2022 as Seniors' Week and register the declaration with the Government of Alberta.

CARRIED

ADMINISTRATION:

15. b) Rural Flood Mitigation

Reeve Knelsen recessed the meeting at 2:11 p.m. and reconvened the meeting at 2:31 p.m.

MOTION 22-05-356
Requires 2/3

MOVED by Councillor Braun

That the Washout and Culvert Upgrade Projects budget be amended by \$300,000 from the Road Reserve to purchase additional culverts and assist with mitigation repairs required from the 2022 Overland Flood.

CARRIED

ADMINISTRATION: 15. c) Tri-Council – June 8, 2022 Meeting (Agenda Items)

MOTION 22-05-357 MOVED by Councillor Driedger

That the following agenda items be added to the June 8th meeting date for discussion:

1. Importance of the backroad (secondary access)
2. Community Updates

CARRIED

ADMINISTRATION 15. d) La Crete Agricultural Society Letter of Support Request

MOTION 22-05-358 MOVED by Councillor Braun

That a letter of support be provided to the La Crete Agricultural Society for their Community Initiative Program grant for the experiment orchard irrigation system and for the development of Phase III.

CARRIED

ADMINISTRATION: 15. e) Elected Officials Education Program (EOEP)(ADDITION)

MOTION 22-05-359 MOVED by Councillor Peters
Requires Unanimous

That Councillor Cardinal be authorized to attend the remaining EOEP online courses.

CARRIED UNANIMOUSLY

ADMINISTRATION 15. f) New Land Sales (ADDITION)

MOTION 22-05-360 MOVED by Councillor Bateman
Requires Unanimous

That Council requests that the Agriculture Services Board (ASB) Committee review and recommend what percentage of wood buffers should remain on all Crown Lands sold.

CARRIED UNANIMOUSLY

**COUNCIL
COMMITTEE
REPORTS:**

17. a) Council Committee Reports (verbal)

MOTION 22-05-361

MOVED by Deputy Reeve Sarapuk

That the Council Committee verbal reports be received for information.

CARRIED

**INFORMATION /
CORRESPONDENCE:**

18. a) Information/Correspondence

MOTION 22-05-362

MOVED by Deputy Reeve Sarapuk

That the information/correspondence items be accepted for information purposes.

CARRIED

MOTION 22-05-363

MOVED by Councillor Wardley

That a letter be written to the Alberta Utilities Commission voicing our concern over the recent increases in utility fees.

CARRIED

CLOSED MEETING

4. a) Industrial Assessment

MOTION 22-05-364

MOVED by Councillor Bateman

That the CNRL Judicial Review – Update be received for information.

CARRIED

CLOSED MEETING

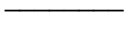
4.b) Mitigation Purchase

MOTION 22-05-365
Requires 2/3

MOVED by Councillor Cardinal

That the 2022 Capital Budget be amended by \$500,000 for the interim housing project with funding coming from the General Capital Reserve.

CARRIED



CLOSED MEETING 4.c) Personnel (ADDITION)

MOTION 22-05-366 **MOVED** by Deputy Reeve Sarapuk
Requires Unanimous

That the personnel discussion be received for information.

CARRIED UNANIMOUSLY

NOTICE OF MOTION: 19. a) None

NEXT MEETING DATE: 20. a) Next Meeting Dates

Committee of the Whole Meeting
May 24, 2022
10:00 a.m.
Fort Vermilion Chambers

Regular Council Meeting
May 25, 2022
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: 21. a) Adjournment

MOTION 22-05-367 **MOVED** by Councillor Braun

That the council meeting be adjourned at 3:59 p.m.

CARRIED

These minutes will be presented for approval at the May 25, 2022 Regular Council Meeting.

Joshua Knelsen
Reeve

Byron Peters
Interim Chief Administrative Officer



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 25, 2022
Presented By:	Caitlin Smith, Director of Planning & Agriculture
Title:	TENDERS Agricultural Land Lease Request for Proposals – Hay Land Rental

BACKGROUND / PROPOSAL:

Request for Proposals for Agricultural Land Lease – Hay Land Rental were advertised for approximately 12 hectares (30 acres) of brome hay at the Fort Vermilion sewage lagoon. Plan 7920058 Lot 1.

A single cut before July 31, annually with bales removed within one week is being offered. This will be a three year rental agreement.

Closing date for the Hay Land Rental request for proposal is May 24, 2022 at 4:30 P.M.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

2022 Operating Budget

SUSTAINABILITY PLAN:

COMMUNICATION:

The Hay Land Rental – Request for Proposals was advertised in the Echo Pioneer and Social Media.

Author: C. Sarapuk **Reviewed by:** _____ **CAO:** B Peters

RECOMMENDED ACTION:

Motion 1

Simple Majority Requires 2/3 Requires Unanimous

That the Agricultural Land Lease Request for Proposals – Hay Land Rental be opened.

Motion 2

Simple Majority Requires 2/3 Requires Unanimous

That the Agricultural Land Lease Request for Proposals – Hay Land Rental be awarded to the highest bidder.

Author: C.Sarapuk **Reviewed by:** _____ **CAO:** B Peters



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 25, 2022
Presented By:	Caitlin Smith, Director of Planning & Agriculture
Title:	PUBLIC HEARING Bylaw 1258-22 Land Use Bylaw Amendment to Rezone NW 26-105-15-W5M from Agricultural “A” to Rural Industrial General “RIG” (La Crete Rural)

BACKGROUND / PROPOSAL:

Mackenzie County has received a request to rezone NW 26-105-15-W5M from Agricultural “A” to Rural Industrial General “RIG” otherwise known as the Evergreen Sawmills. Currently, this property is not zoned to accommodate the sawmill.

This rezoning will bring everything into compliance. The applicant applied for a permit to construct an addition to their existing building. The development permit was approved, contingent that this rezoning be approved.

The intention of the RIG district is to provide for heavy industrial uses on large land parcels, distant from residential uses.

The proposed Bylaw was presented to the Municipal Planning Commission on April 14th, 2022, where the following motion was made:

MPC 22-04-048 *MOVED* by William Wieler

That the Municipal Planning Commission recommend to Council to APPROVE Bylaw 12xx-22 being a Land Use Bylaw Amendment to Rezone NW 26-105-15-W5M from Agricultural “A” to Rural Industrial General “RIG” to accommodate Natural Resource Processing, subject to public hearing input.

CARRIED

The proposed bylaw was presented for first reading by Council on April 27, 2022 where the following motion was made:

Author: L Washkevich **Reviewed by:** C Smith **CAO:** B Peters

MOTION 22-04-318 MOVED by Councillor Wardley

That first reading be given to Bylaw 1258-22 being a Land Use Bylaw to Rezone NW 26-105-15-W5M from Agricultural "A" to Rural Industrial General "RIG" to accommodate Natural Resource Processing, subject to public hearing input.

CARRIED

OPTIONS & BENEFITS:

Options are to pass, defeat, or table second and third reading.

COSTS & SOURCE OF FUNDING:

Costs consisted of advertising the Public Hearing and adjacent landowner letters which were borne by the applicant.

SUSTAINABILITY PLAN:

Goal E17 That timber that has commercial value in Mackenzie County is harvested in a manner that is:

- Environmentally sustainable
- Financially feasible
- Optimally productive

Goal E18 Create a Sustainable Industry and Land Use Policy.

Goal E23 Mackenzie County's business communities can provide local products and services to meet consumer demand.

Goal E25 That Mackenzie County's workforce lives in the County with their children and families.

Strategy E25.1 Work with the Oil & Gas and the forestry sector to:

- Identify strategies to attract employees' families to relocate to Mackenzie County
- Identify what their employees would expect before they would be willing to move their family to the County and determine whether the County or Apache are in a position to address these priorities.
- Develop a joint plan to address those needs and to promote family relocation.

Strategy E28.2 The County will support efforts to diversify its economic base.

Author: L Washkevich **Reviewed by:** C Smith **CAO:** B Peters

Goal C1 The capacity of infrastructure in County hamlets and rural communities keeps pace with their growth and is planned in a way that ensures their sustainability.

COMMUNICATION / PUBLIC PARTICIPATION:

The bylaw amendment was advertised as per MGA requirements, this included all adjacent landowners. The applicant was also required to display a sign on the subject property as per MGA requirements.

POLICY REFERENCES:

DEV007 Rural Development Standards

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That second reading be given to Bylaw 1258-22 being a Land Use Bylaw Amendment to Rezone NW 26-105-15-W5M from Agricultural “A” to Rural Industrial General “RIG” to accommodate Natural Resource Processing.

Simple Majority Requires 2/3 Requires Unanimous

That third reading be given to Bylaw 1258-22 being a Land Use Bylaw Amendment to Rezone NW 26-105-15-W5M from Agricultural “A” to Rural Industrial General “RIG” to accommodate Natural Resource Processing.

Author: L Washkevich **Reviewed by:** C Smith **CAO:** B Peters

BYLAW NO. 1258-22
BEING A BYLAW OF MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA
TO AMEND THE
MACKENZIE COUNTY LAND USE BYLAW

WHEREAS, Mackenzie County has a Municipal Development Plan adopted in 2009, and

WHEREAS, Mackenzie County has adopted the Mackenzie County Land Use Bylaw in 2017, and

WHEREAS, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to accommodate Natural Resource Processing.

NOW THEREFORE, THE COUNCIL OF THE MACKENZIE COUNTY, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, HEREBY ENACTS AS FOLLOWS:

1. That the land use designation of the subject parcel known as:

NW 26-105-15-W5M

Within Mackenzie County, be rezoned from Agricultural "A" to Rural Industrial General "RIG" as outlined in Schedule "A" hereto attached.

READ a first time this 27th day of April, 2022.

PUBLIC HEARING held this ____ day of _____, 2022

READ a second time this ____ day of _____, 2022.

READ a third time and finally passed this ____ day of _____, 2022.

Josh Knelsen
Reeve

Byron Peters
Interim Chief Administrative Officer

BYLAW No. 1258-22

SCHEDULE "A"

1. That the land use designation of the following property known as NW 26-105-15-W5M within Mackenzie County, be rezoned:



FROM: Agricultural "A"

TO: Rural Industrial General "RIG"

Mackenzie County LAND USE BYLAW AMENDMENT – REZONING APPLICATION

Name Of Applicant		
Address:		
City/Town		
Postal Code	Phone	Cell
Applicant Email		

Complete only if different from Applicant

Name of Registered Owner <i>Evergreen Lumber</i>		
Address: <i>Box 2440</i>		
City/Town <i>La Crote, AB</i>		
Postal Code <i>T0H 2H0</i>	Phone <i>780-926-0988</i>	Cell
Owner Email <i>Frank@evergreenlumber.ca</i>		

Legal Description of the Land Affected by the Proposed Amendment: All or Part of:

QTR./LS. <i>NW</i>	SEC. <i>26</i>	TWP. <i>105</i>	RANGE <i>15</i>	M. <i>5</i>	or	PLAN	BLK	LOT
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Civic Address: _____

Land Use Classification Amendment Proposed:

From: *Agricultural "A"* To: *Rural Industrial General*

Reasons Supporting Proposed Amendment:

Bring sawmill into compliance and build addition

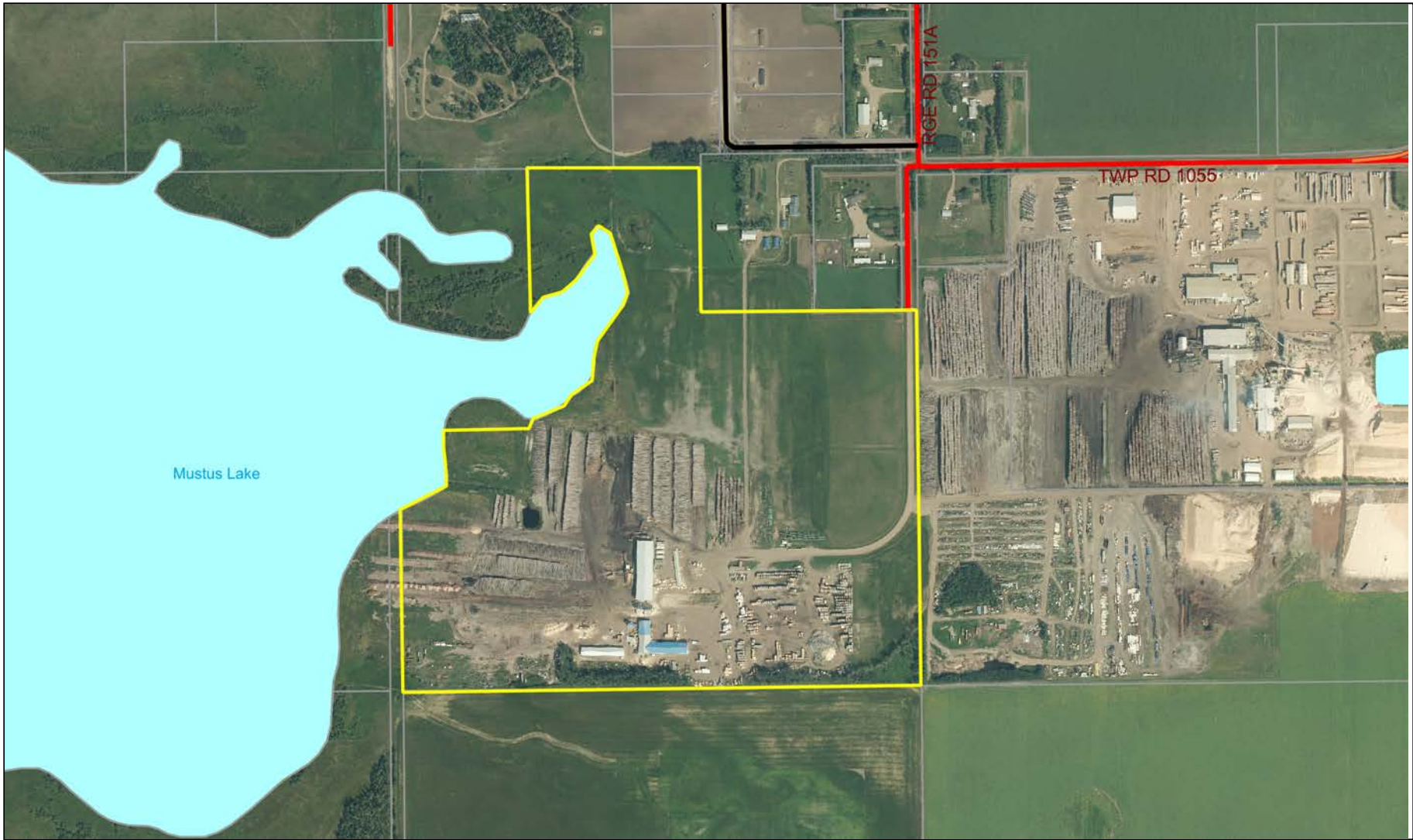
I have enclosed the required application fee of: *717.37* Receipt No.: *280054*
March 28 2022
Applicant Signature _____ Date

Registered Owner Signature _____ Date

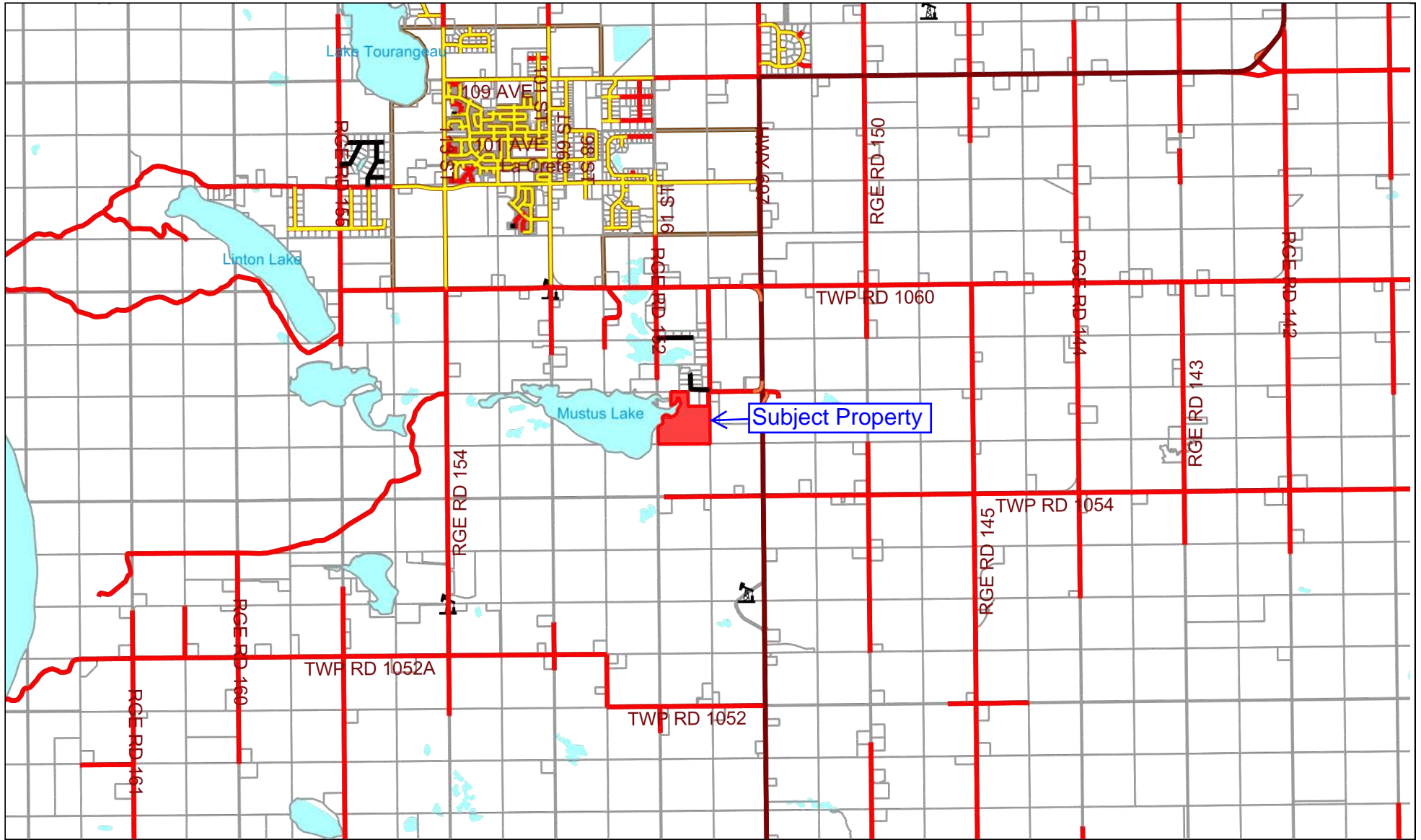
NOTE: Registered Owner's signature required only if different from applicant

The personal information on this form is collected in accordance with Section 33 of the Freedom of Information and Protection of Privacy (FOIP) Act for the purpose of processing this application, issuing development permits and Land Use Bylaw Enforcement. The name of the permit holder and nature of the permit are available to the public upon request. If you have any questions regarding the collection, use or disclosure of this information, please contact the FOIP Coordinator or (780) 927-3718.

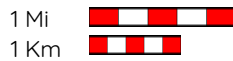




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Scale 1: 85,541



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Mackenzie County

**PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT –
REZONING**

BYLAW 1258-22

Order of Presentation

_____ This Public Hearing will now come to order at _____.

_____ Was the Public Hearing properly advertised?

_____ Will the Development Authority _____, please outline the proposed Land Use Bylaw Amendment – Rezoning and present his submission.

_____ Does the Council have any questions of the proposed Land Use Bylaw Amendment – Rezoning?

_____ Were any submissions received in regards to the proposed Land Use Bylaw Amendment – Rezoning? *If yes, please read them.*

_____ Is there anyone present who would like to speak in regards of the proposed Land Use Bylaw Amendment – Rezoning?

_____ If YES: Does the Council have any questions of the person(s) making their presentation?

_____ This Hearing is now closed at _____.

REMARKS/COMMENTS:



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 25, 2022
Presented By:	Caitlin Smith, Director of Planning & Agriculture
Title:	Policy ASB13 Beaver Control

BACKGROUND / PROPOSAL:

Mackenzie County maintains a beaver control program to assist ratepayers experiencing flooding problems on their roads, fields, or other situations caused by beaver dams from unoccupied crown land or ditches under the authority of Mackenzie County.

When a complaint is received, the Agricultural Fieldman or designate will investigate the area to determine if the dam needs to be removed by excavation or blasting.

Prior to the removal of the dam(s), one of the Local Trappers Associations will be contacted to remove the beavers from the area. This slows, or in some cases halts the rebuilding of the dams.

A bounty of \$50/beaver tail is paid to the Trapper Association as well as a day rate and travel for set up and checking of the traps. It is the responsibility of the Trappers Associations to distribute the funds to their members accordingly.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

\$50,000 is allocated within the 2022 Operating Budget for Beaver Control.

SUSTAINABILITY PLAN:

Author: C.Sarapuk **Reviewed by:** C Smith **CAO:** B Peters

COMMUNICATION / PUBLIC PARTICIPATION:

POLICY REFERENCES:

ASB013 Beaver Control

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

For discussion.

Author: C.Sarapuk **Reviewed by:** C Smith **CAO:** B Peters

MACKENZIE COUNTY

Title	AGRICULTURE SERVICE BOARD – BEAVER CONTROL	Policy No.	ASB013
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Legislation Reference	Municipal Government Act, 5(b)
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Purpose To implement a Beaver control program.
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Policy Statement and Guidelines

It is the policy of Mackenzie County, under the direction of the Agricultural Service Board, to implement a Beaver Control Program.

The purpose of the program is to assist ratepayers experiencing flooding problems of roads, fields, or other situations caused by beaver flooding from unoccupied crown land or ditches under the authority of the Mackenzie County. (Unoccupied crown land does not include the bed and shore of watercourses flowing through private land).

This policy is under the authority of Mackenzie County Agricultural Service Board in conjunction with Alberta Fish and Wildlife. It is funded by Mackenzie County Agricultural Service Board.

Procedure

1. Once a written complaint is received, arrangements are made with the Agricultural Fieldman to investigate.
2. The priority given to complaints shall be:
 - a) Road flooding
 - b) Crop damage/Field flooding
 - c) Any other considerations that cause undue hardships will be handled at the discretion of the Agricultural Fieldman.
3. The Agricultural Fieldman will determine the most efficient method of removing the beaver dam(s). This will either be with excavation equipment or explosive blasting.
4. If a beaver dam located on privately owned land is causing or likely to cause damage to neighboring property, and the owner fails to undertake or authorize any action to prevent damage, Subsection 24 of the Wildlife Act – General Wildlife (Ministerial) Regulation shall apply.
5. If there is a complaint received on a grazing reserve, it shall be treated as occupied crown land and the complainant will be dealt with as per this policy.

6. It shall be the responsibility of the Mackenzie County Public Works Department to ensure that any culverts affected by beaver are cleaned.
7. All blasting will be done by a licensed operator with appropriate blasting certification and all blasting will follow all OH&S procedures.
8. Registered trapline holders and Fish and Wildlife will be notified if there are beaver dams on a registered trapline that are causing damage to private property.
9. The County will pay a bounty on beaver tails that were trapped on areas identified by the Agricultural Fieldman, this bounty will only be paid to Local Trappers Associations.
 - a) The Beaver Bounty is set at \$50 per tail on beaver tails trapped on areas identified by Agricultural Fieldman.

A day rate, up to a maximum of two (2) days, will be utilized at the discretion of the Agricultural Fieldman when beaver dams are located in remote areas that require repeated inspections by the trapper and as a result will require a lot of time and travel. Listed below is the fee schedule:

Fee Schedule	
Labour	\$250.00/day
ATV	\$50.00/day
Travel	\$0.54/km

- b) The Agricultural Fieldman will determine if the removal of beaver and dams is warranted. Upon determining that removal is warranted, the Local Trappers Association will be contacted to remove the beaver at the described location. The Agricultural Fieldman will inspect areas when appropriate.
- c) All beaver tails must be counted by the Agricultural Fieldman before payment is authorized.
- d) Legal Land Locations must accompany all beaver tail invoices.

The Agricultural Fieldman shall be responsible for policy compliance.

	Date	Resolution Number
Approved	2001-03-30	016-01
Amended	2004-04-22	04-27
Amended	2014-02-05	ASB-14-02-005
Amended	2015-03-27	ASB-15-03-27
Amended	2017-04-11	17-04-273



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 25, 2022
Presented By:	Donny Roberts, Director of Community Services
Title:	Grass Clippings and Brush at Waste Transfer Stations

BACKGROUND / PROPOSAL:

At the August 18, 2021 Council meeting a motion was made that allowed grass clippings and brush to be disposed of at Waste Transfer Stations free of charge. This was a trial based initiative that ended in October 2021.

MOTION 21-08-569
Requires Unanimous

MOVED by Councillor Wardley

That grass clippings and tree branches be disposed of at no charge at all Waste Transfer Stations with “Burn Pile” capabilities for a trial period ending on October 31st, 2021.

CARRIED UNANIMOUSLY

Administration has been approached to bring this initiative forward again.

OPTIONS & BENEFITS:

Option 1

That grass clippings and tree branches be disposed of at no charge at all Waste Transfer Stations with “Burn Pile” capabilities for a period ending on October 31st, 2022.

Option 2

That *grass clippings* only be disposed of at no charge at all Waste Transfer Stations for a period ending on October 31st, 2022.

Author: D. Roberts **Reviewed by:** _____ **CAO:** B Peters

Option 3

That the Grass Clippings and Brush at Waste Transfer Stations report be received for information

COSTS & SOURCE OF FUNDING:

Funds are available in the operating budget for these costs.

SUSTAINABILITY PLAN:

COMMUNICATION:

- ECHO Pioneer
- Social Media
- Website

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That grass clippings only be disposed of at no charge at all Waste Transfer Stations for a period ending on October 31st, 2022.

Author: D. Roberts **Reviewed by:** _____ **CAO:** B Peters





Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 25, 2022
Presented By:	Don Roberts, Director of Community Services
Title:	Hamlet Clean-up – Fall Proposals

BACKGROUND / PROPOSAL:

Council made the following motion at the April 28, 2021 Council Meeting;

MOTION 21-04-342 MOVED by Councillor Wardley

That the Hamlet Spring Garbage pickup be forwarded to the Community Services Committee to discuss possible partnerships with non-profits organizations.

CARRIED

At the May 6, 2021 Community Services Committee meeting the following motion was made;

MOTION CS-21-05-038 MOVED by Reeve Knelsen

That the Community Services Committee recommend to Council that a call out to non-profit organizations for proposals of a “Fall Community Clean-up” and that a budget of \$10,000 be set, County wide with funding coming from Operations.

CARRIED

The recommendation was brought forward to Council at the May 11, 2021 Council meeting and the following motion was passed;

Author: D. Roberts **Reviewed by:** _____ **CAO:** B Peters

MOTION 21-05-391 MOVED by Councillor Wardley

That administration reach out to non-profit organizations for proposals to proceed with a “Fall Community Clean-up” and bring back findings to Council.

CARRIED

To date Administration has received two offers;

Zama City Fire Department
La Crete Minor Hockey Association (proposal for both La Crete and Fort Vermilion)

These proposals will be made available at the meeting.

OPTIONS & BENEFITS:

Option 1

To have transfer stations in all locations, including the High Level Landfill, have a time period where all waste would be free to discard. (1 Week) This could be offered in the Fall and in the Spring and would give equal opportunity to both rural and urban residents to dispose of their waste for **free** in the Spring and/or Fall Yard Cleanup. This Would Not include the traditional pick-up service.

Option 2

Accept the Zama City Fire Department and La Crete Minor Hockey Association proposals.

Option 3

Cancel the program.

COSTS & SOURCE OF FUNDING:

\$10,000 for the entire county with funds coming from the Operational Reserve.

SUSTAINABILITY PLAN:

COMMUNICATION / PUBLIC PARTICIPATION:

Social Media

Author: D. Roberts Reviewed by: _____ CAO: B Peters

News Paper

POLICY REFERENCES:

Bylaw 893-13
Hamlet Residential Waste Collection Bylaw.

RECOMMENDED ACTION:

Option 1:

Simple Majority Requires 2/3 Requires Unanimous

That a one week period in September, 2022 be offered for the disposal of all household Solid Waste at no charge at all waste transfer stations, as well the High Level Landfill for all Mackenzie County ratepayers.

Option 2:

Simple Majority Requires 2/3 Requires Unanimous

That the proposals from the Zama City Fire Department and La Crete Minor Hockey Association be accepted, and that administration coordinate a Fall Community Clean-up.

Author: D. Roberts Reviewed by: _____ CAO: B Peters



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 25, 2022
Presented By:	Donny Roberts, Director of Community Services
Title:	Waste Transfer Station Hauling Contract – Request for Proposals

BACKGROUND / PROPOSAL:

The County currently has a contract with L&P Disposal to remove waste from the waste transfer stations within the County. An extension to this contract was granted and the contract expires on, June 30, 2022.

In November 2021 Council made the following motion.

MOTION 21-11-765 **MOVED** by Deputy Reeve Sarapuk

That the current Waste Transfer Station Waste Haul Contract be extended by 6 months while Mackenzie County completes a full cost review of waste requirements and service levels.

CARRIED

The Community Services Committee is still currently looking at options on reducing Solid Waste costs but did make the following motion:

CS MOTION:

That a draft tender be developed for a three-year term with a “SIX (6) Month Right to Terminate” clause due to potential changes within Waste Transfer Stations and Mackenzie County’s method of disposing of solid waste.

Attached is a DRAFT FOR MACKENZIE COUNTY WASTE TRANSFER STATION HAULING “REQUEST FOR PROPOSALS” for Council’s review.

Author: D. Roberts **Reviewed by:** _____ **CAO:** B Peters

OPTIONS & BENEFITS:

Option 1

1. For Council to review the attached Waste Transfer Station Hauling “Request for Proposals”
2. Provide direction to modify/amend if required.
3. Direct administration to begin the process of receiving proposals for the Waste Hauling Services.

Option 2

If extensive modification of draft tender is required, direct Administration to extend the current contract.

COSTS & SOURCE OF FUNDING:

Funds are available in the operating budget for these costs.

SUSTAINABILITY PLAN:

COMMUNICATION:

Waste Hauling RFP will be advertised as follows:

- ECHO Pioneer
- Social Media
- Website

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That administration proceeds with issuing the Waste Transfer Station Hauling Contract Request for Proposals as presented/amended.

Author: D. Roberts Reviewed by: _____ CAO: B Peters



Request for Proposals

Waste Transfer
Station Hauling

Closing Date
June 22, 2022 - 04:30pm

MACKENZIE COUNTY



**REQUEST FOR PROPOSALS (“RFP”) WITH RESPECT TO THE:
HAULING OF TRANSFER STATION WASTE
INSTRUCTIONS TO PROPONENTS**

1.0 INTRODUCTION

1.1 Purpose of RFP

1.1.1 **Mackenzie County** seeks proposals from interested parties for the following:

Hauling of Transfer Station Waste

Proposals are to include a list of options. It is the Proponent’s responsibility to identify how you plan to meet the requirements specified in this RFP.

1.1.2 **Mackenzie County (the “County”)** is the sole and legal owner.

1.1.3 If the County receives a proposal acceptable to it, the County will select one (1) or more parties who submitted a proposal (the “Proponents”) with whom the County, in its sole and unfettered discretion, may negotiate the terms of a contract.

1.2 Submission of RFP

1.2.1 Proponents shall submit their Proposal in a sealed envelope marked “Request for Proposal for **Waste Transfer Station Hauling**” (the “Proposals”) on or before 4:30 p.m. (Mountain Standard Time) on June 22, 2022 (the “RFP Closing Time”) to:

**Mackenzie County
Attention: Donny Roberts, Director of Community Services
4511-46 Avenue
Fort Vermilion, AB T0H 1N0**

No faxed or electronically submitted Proposals will be accepted by the County.

1.2.2 Proposals will be opened following the RFP Closing Time. No Proposal(s) submitted after the RFP Closing Time will be accepted.

1.2.3 Each Proponent may submit more than one proposal.

1.2.4 Any inquiries respecting this RFP should be directed to:

Donny Roberts
Director Community Services
droberts@mackenziecounty.com
(780) 927-3718

- 1.2.5 It is the proponent's responsibility to ensure proposals are delivered to the Fort Vermilion office prior to the deadline date.
- 1.2.6 Each Proponent shall designate a person to whom any additional information may be obtained. The name and contact information is to be communicated to the County's designated contact person indicated in paragraph 1.2.4 above noted.
- 1.2.7 The County is under no obligation to respond to any inquiry submitted to it in respect of this RFP.
- 1.2.8 If the County, in its sole and unfettered discretion, determines that a written response to an inquiry is warranted, a written response will be prepared and distributed to all Proponents who have requested a copy of this RFP and completed the acknowledgment form. Such written response(s) will be issued in the form of an addendum to this RFP, and will be deemed to be part of this RFP.
- 1.2.9 No inquiry submitted to the County will be responded to after **June 22, 2022**.

1.3 General Conditions Applicable to this RFP

1.3.1 Appendices and Addenda

The appendices to this RFP and any subsequent addenda are incorporated into and form part of this RFP. The information and data contained in any appendices and any subsequent addenda may form the basis upon which a contract engagement will be entered into the Contract will be entered with the County.

1.3.2 Disclaimer of Liability and Indemnity

By submitting a Proposal, a Proponent agrees:

- 1.3.2.1 To be responsible for conducting its own due diligence on data and information upon which its Proposal is based;
- 1.3.2.2 That it has fully satisfied itself as to its rights and the nature extended to the risks it will be assuming;
- 1.3.2.3 That it has gathered all information necessary to perform all of its obligations under its Proposal;
- 1.3.2.4 That it is solely responsible for ensuring that it has all information necessary to prepare its Proposal and for independently verifying and informing itself with respect to any terms or conditions that may affect its Proposal;
- 1.3.2.5 To hold harmless the County, its elected officials, officers, employees, agents, advisors or partnering entities in this undertaking, and all of their respective successors and

assigns, from all claims, liability and costs related to all aspects of the RFP process;

- 1.3.2.6 That it shall not be entitled to claim against the County, its elected officials, officers, employees, insurers, agents, advisors, and partnering entities in this undertaking on grounds that any information, whether obtained from the County or otherwise (including information made available by its elected officials, officers, employees, agents or advisors), regardless of the manner or form in which the information is provided is incorrect or insufficient;
- 1.3.2.7 That the County will not be responsible for any costs, expenses, losses, damages or liability incurred by the Proponent as a result of, or arising out of, preparing, submitting, or disseminating a Proposal, or for any presentations or interviews related to the Proposal, or due to the County's acceptance or non-acceptance of a Proposal; and
- 1.3.2.8 To waive any right to contest in any proceeding, case, action or application, the right of the County to negotiate with any Proponent for the Contract whom the County deems, in its sole and unfettered discretion, to have submitted the Proposal most beneficial to the County and acknowledges that the County may negotiate and contract with any Proponent it desires.

1.3.3 No Tender and no Contractual Relationship

The Proponent acknowledges and agrees that this procurement process is a Request for Proposal and is not a tendering process. It is part of an overall procurement process intended to enable the County to identify a potential successful Proponent. The submission of a Proposal does not constitute a legally binding agreement between the County and any Proponent. For greater certainty, by submission of its Proposal, the Proponent acknowledges and agrees that there will be no initiation of contractual obligations or the creation of contractual obligations as between the County and the Proponent arising from this RFP or the submission of a Proposal.

Further, the Proponent acknowledges that a Proposal may be rescinded by a Proponent at any time prior to the execution of the Contract.

1.4 Discretion of the County

Notwithstanding any other provision of this RFP to the contrary, the provisions in this Section 1.4 prevail, govern and override all other parts of this RFP. The County is not bound to accept any Proposal. At any time prior to execution of the Contract, the County may, in its sole and unfettered discretion, or for its own convenience, terminate the procurement process. All of this may be done with no compensation to the Proponents or any other party.

The County reserves the right, in its sole and unfettered discretion, to:

- 1.4.1 Utilize any ideas or information contained in any of the Proposals for its sole use and benefit without making payment or otherwise providing consideration or compensation to any Proponent or any other party;
- 1.4.2 Negotiate the specific contractual terms and conditions, including but not limited to the fee or;
- 1.4.3 Waive any formality, informality or technicality in any Proposal, whether of a minor and inconsequential nature, or whether of a substantial or material nature;
- 1.4.4 Receive, consider, and/or accept any Proposal, regardless of whether or not it complies (either in a material or non-material manner) with the submission requirements or is the lowest priced proposal, or not accept any Proposal, all without giving reasons;
- 1.4.5 Determine whether any Proposal meets the submission requirements of this RFP; and
- 1.4.6 Negotiate with any Proponent regardless of whether or not that Proponent is the Proponent that has received the highest evaluation score, and
- 1.4.7 Negotiate with any and all Proponents, regardless of whether or not the Proponent has a Proposal that does not fully comply, either in a material or non-material way with the submission requirements for the RFP or any requirements contained within this RFP.

1.5 Selection

Selection of the successful Proponent, if any, is at the sole and unfettered discretion of the County.

1.6 Disqualification

The failure to comply with any aspect of this RFP (either in a material way or otherwise), shall render the Proponent subject to such actions as may be determined by the County, including disqualification from the RFP process, suspension from the RFP process and/or imposition of conditions which must be complied with before the Proponent will have its privilege of submitting a Proposal reinstated.

1.7 Representations and Warranties

- 1.7.1 The County makes no representations or warranties other than those expressly contained herein as to the accuracy and/or completeness of the information provided in this RFP.
- 1.7.2 Proponents are hereby required to satisfy themselves as the accuracy and/or completeness of the information provided in this RFP.

- 1.7.3 No implied obligation of any kind by, or on behalf of, the County shall arise from anything contained in this RFP, and the express representations and warranties contained in this RFP, and made by the County, are and shall be the only representations and warranties that apply.
- 1.7.4 Information referenced in this RFP, or otherwise made available by the County or any of its elected officials, officers, employees, agents or advisors as part of the procurement process, is provided for the convenience of the Proponent only and none of the County, its elected officials, officers, employees, agents and advisors warrant the accuracy or completeness of this information. The Proponent is required to immediately bring forth to the County any conflict or error that it may find in the RFP. All other data is provided for informational purposes only.

2.0 DESCRIPTION OF THE WORK TO BE PERFORMED

Please refer to Schedule "A".

3.0 PROPOSAL REQUIREMENTS

The County reserves the right, but is not required, to reject any Proposal that does not include the requirements.

3.1 Description of the Proposal

- 3.1.1 Proposals shall include the legal name, address and telephone numbers of the individual, the principals of partnerships and/or corporations comprising the Proponent, and in the case of partnerships or corporations, the individual who will be the representative of the partnership or corporation.
- 3.1.2 Proponents require a Mackenzie County business license
- 3.1.3 Proposals shall include a list of previous work of a similar nature.
- 3.1.4 Prices for the Waste Hauling Service shall be inserted by the Proponent in the form attached hereto as **Schedule "B"** and the form shall be submitted by the Proponent at the time of the submission of its Proposal.

3.2 Execution of the Proposal

Proposals shall be properly executed in full compliance with the following:

- 3.2.1 Proposals and the pricing form attached as **Schedule "B"**, must be signed by the representative for the Proponent;
- 3.2.2 If the Proposal is made by a corporation, the full name of the corporation shall be accurately printed immediately above the signatures of its duly authorized officers and the corporate seal shall be affixed;

- 3.2.3 If the Proposal is made by a partnership, the firm name or business name shall be accurately printed above the signature of the firm and the Proposal shall be signed by a partner or partners who have authority to sign for the partnership;
- 3.2.4 If the Proposal is made by an individual carrying on business under a name other than his own, his business name together with the individual's name shall be printed immediately above its signature; and
- 3.2.5 If the Proposal is made by a sole proprietor who carries on business in his own name, the proprietor shall print his name immediately below his signature.

4.0 MANDATORY SUBMISSION REQUIREMENTS

4.1 Documents to be Submitted with the Proposal

At the time of the submission of its Proposal, the Proponent shall provide the following:

- 4.1.1 Proponent to provide detailed experience with similar projects, including number of years in business, customer base, etc...
- 4.1.2 List of Proponent's waste hauling equipment proposed to complete this service, and plan for back up equipment.
- 4.1.3 Completed Schedule "B" Pricing Form
- 4.1.4 Proof of Proponent's Workers Compensation account in good standing at the time of Proposal submission.
- 4.1.5 Proof of Proponent's COR/SECOR.
- 4.1.6 Securities: (See 8.19) 10% of bid

4.2 Insurance to be carried by Successful Proponent

At the time of the submission of its Proposal, the Proponent shall provide evidence of insurance coverage as follows:

- 4.2.1 Standard automobile, bodily injury and property damage insurance providing coverage of at least **TWO MILLION (\$2,000,000.00) DOLLARS** inclusive and in respect of any one claim for the injury to or death of one or more persons or damage to or destruction of property;
- 4.2.2 A comprehensive general liability insurance policy providing coverage of at least **TWO MILLION (\$2,000,000.00) DOLLARS** inclusive and in respect of any one claim for injury to or death of any one or more persons or damage to or destruction of property. Coverage to include:
 - 4.2.2.1 Non-owned automobiles;

- 4.2.2.2 Independent subcontractors;
- 4.2.2.3 Contractual liability including this Agreement.
- 4.2.3 Proponent's Compensation coverage for all employees, if any, engaged by the Work in accordance with the laws of the Province of Alberta;
- 4.2.4 Employer's liability insurance respecting employees, if any, of the Proponent with limits of liability of not less than **TWO MILLION (\$2,000,000.00) DOLLARS** per employee for each accident, accidental injury or death of an employee or any subcontractor engaged by the Proponent; and
- 4.2.5 Such other insurance as the County may from time to time reasonably require.

The Proponent shall cause all insurance coverage maintained by the Proponent in accordance with this RFP, except for errors and omissions coverage (if required), to name the County and any other party designated by the County as an additional insured and to contain a severability of interests or cross liability clause. The Proponent shall cause all insurance coverage to provide that no such insurance policy may be cancelled without the insurer providing no less than thirty (30) days' written notice of such cancellation to the County. The Proponent shall, upon the request of the County, furnish written documentation, satisfactory to the County, evidencing the required insurance coverage. The cost of all of the insurance required to be held by the Proponent as set forth herein shall be borne by the Proponent.

5.0 EVALUATION

- 5.0 After the RFP Closing Time, the County will review and evaluate all the Proposals received based upon the information supplied by the Proponents in accordance with the submission requirements of this RFP.
- 5.1 In evaluating the Proposals received, the County will consider all of the criteria listed below in Section 5.2, and the County will have the sole and unfettered discretion to award up to the maximum number of points for each criteria as listed below. By submitting a Proposal, the Proponent acknowledges and agrees that the County has, and is hereby entitled to exercise, the sole and unfettered discretion to award the points for the evaluation of the noted criteria.
- 5.2 Local proponent (operating within Mackenzie County Region) SHALL receive additional 20 point
- 5.3 By submitting a Proposal, each Proponent acknowledges and agrees that it waives any right to contest in any legal proceedings the decision of the County to award points in respect of the criteria noted below (the "Evaluation Criteria"). Proposals will be evaluated based on the following criteria:

Evaluation Criteria <i>(Weight x Score = Total Points)</i>	Weight	Score
Local Contractor	20%	
Supplier/Experience	10%	
Suitability of Equipment	10%	
Proposal Cost	60%	
TOTAL	100%	

The County may select a Proponent with the highest, or not necessarily the highest, Points with whom to negotiate the contract. Points will be assigned for each criteria based on the information provided in the proponent’s submission. Scoring will be consistently applied by the County’s evaluation team through the use of the specified scoring system noted below.

Points will be awarded on a scale of 0 to 10 as noted below: For Criterion 1 & 2

Score	Description
0-2	UNACCEPTABLE: does not satisfy the requirements of the criterion in any way
3	VERY POOR: address some requirements but only minimally
4	POOR: addresses most of the requirements of the criterion but is lacking in critical areas
5	MARGINAL: barely meets most of the requirements of the criterion to a minimum acceptable level
6	SATISFACTORY: average capabilities and performance, and meets most of the requirements of the criterion
7	ABOVE AVERAGE: fully meets all of the requirements of the criterion
8	SUPERIOR: exceeds the requirements of the criterion
9-10	EXCEPTIONAL: feature is clearly exceptional to the requirements of the criterion

- 5.4 The County also reserves the right to accept conditions to be offered by and/or negotiated with the successful Proponent which are not specifically contained in

this RFP. Such options and/or alternatives shall be included in the Proposal review process as part of the evaluation.

- 5.5 At all times, the County reserves the right to seek written clarification regarding a Proposal from a Proponent. Such clarification shall be deemed an amendment to such Proponent's Proposal.

6.0 OTHER

6.1 Period Open for Consideration

The Proposals received shall remain irrevocable for a period of sixty (60) days following the RFP Closing Date in order to allow for the County to undertake the evaluation of the Proposals received and to undertake the negotiations as provided for herein.

6.2 Information Disclosure and Confidentiality

All documents submitted to the County will be subject to the protection and disclosure provisions of the *Freedom of Information and Protection of Privacy Act* ("FOIP"). FOIP allows persons a right of access to records in the County's custody or control. It also prohibits the County from disclosing the Proponent's personal or business information where disclosure would be harmful to the Proponent's business interests or would be an unreasonable invasion of personal privacy as defined in sections 16 and 17 of FOIP. Proponents are encouraged to identify what portions of their Proposals are confidential and what harm could reasonably be expected from its disclosure. However, the County cannot assure Proponents that any portion of the Proposals can be kept confidential under FOIP.

6.3 Independent Determination

A Proposal will not be considered by the County if it was not arrived at independently without collusion, consultation, communication or agreement as to any matter, such as prices, with any other Proponent.

6.4 Documents

All documents submitted by a Proponent shall become the property of the County upon being presented, submitted, or forwarded to the County. Should any documents be submitted electronically, notwithstanding the prohibition on same contained elsewhere in this RFP, then their content and the media they are contained in shall also become the property of the County upon their being presented, submitted or forwarded to the County.

6.5 Agreement on Internal Trade and New West Partnership Trade Agreement

The provisions of the Agreement on Internal Trade, Part IV, Chapter Five – Procurement and Annex 502.4, ("AIT") and the New West Partnership Trade Agreement ("NWPTA") apply to this Proposal.

6.6 Other Conditions

The Proponent is fully responsible for obtaining all information required for the preparation of its Proposal. The County is not responsible for undertaking any investigations to assist the Proponent.

6.7 Law and Forum of Proposal

The law to be applied in respect of this RFP shall be the law of the Province of Alberta and all civil actions commenced in relation to this RFP shall be adjudicated by the Courts of the Province of Alberta. By submitting a Proposal, the Proponent is deemed to have agreed to attorn to the jurisdiction of the Courts of the Province of Alberta.

Schedule "A"

**WASTE TRANSFER STATION
HAULING**

PROJECT OVERVIEW

AND

DESCRIPTION OF WORK

Mackenzie County – Waste Transfer Station Hauling

7.0 Project Overview

Mackenzie County is seeking proposals from contractors for the hauling and disposing of waste from its transfer stations, and selected sites.

If the County receives an acceptable proposal(s), the county will enter into a 3 (three) year contract for the hauling and disposing at all of the transfer stations and sites. Or divide the transfer station and sites into 2 (two) contracts with the possibility of 2 (two) contractors. (As per Option 2 in the pricing form).

The successful Contractor/s will be expected to sign a Contract with Mackenzie County.

8.0 Description of Work

The work detailed herein deals specifically with the hauling and disposal of domestic and other waste from waste transfer stations and selected sites **Schedule “C”** to the regional landfill, situated approximately five kilometers west of the Town of High Level, along highway 58; the exceptions being one 40 yard wood bin at the La Crete Transfer Station shall be hauled to the Blumenort Waste Transfer Station and deposited on the burn pile;

The County will be responsible to recycle numerous products including steel, white goods, tires, electronic goods, oil and any other products as deemed by the County. The recycling program will be excluded from this contract.

The estimated waste hauled, and land location associated with each waste transfer station and selected sites are detailed below;

Waste Transfer Stations & Selected Sites

Station	Location	Total Number of Bins Hauled 2021					
		4 yd	6 yd	7 yd	40 yd	Wood Bin	Ash Bin
Blue Hills	NW 11-104-17 W5M		58		5		
Blumenort	NE 35-107-14 W5M		60	34	7		1
Buffalo Head Prairie	NE 23-104-15 W5M		67		4		
Fort Vermilion	Lot 1, Plan 7920058		266		30		
Hutch Lake	NW/NE 29-112-20-W5M		16				
La Crete	Lot 18, Plan 9420729		312	25	204	10	2
Machesis Lake	SE 34-107-16-W5M		15				
Rocky Lane	SW 22-109-14 W5M		28	56	9		
Zama Sign Corner	SE 5-117-4 W6M		22				
Zama WTS	LSD 11&12, 112-17-5 W6M		6		2		
Wadlin Lake	N 9-101-10 W5M		26				7
Zama Campground, Cornerston Building, Zama Rec. Hall	Zama City Hamlet	14	3				

Quantities are estimates only.

8.1 Equipment

Truck(s) utilized to perform the work described herein shall have a valid Alberta vehicle registration and a current commercial vehicle inspection certificate. Front loading compactor trucks shall be used to handle and transfer waste of the 4, 6 and 7 cubic yard bins. Roll off style trucks shall be used to handle the 40 cubic yard bins.

The Contractor shall at all times have access to or be in possession of a reserve truck, one front loading compactor, and one roll off style truck in case of failure to primary vehicle used. At no time shall the County be affected by the failure of equipment from the Contractor. If the Contractor cannot meet the schedule for haul of waste due to equipment failure, Mackenzie County may hire an independent contractor to ensure waste removal is carried out. All costs above the contracted rates incurred shall be charged back to the original contractor, plus a 10% administration fee.

The Contractor shall maintain the truck to the minimum standard as established by the commercial vehicle inspection certificate at all times for the term of the Contract. In the opinion of Mackenzie County, any truck that is not in satisfactory mechanical condition shall be removed from services until the necessary repairs have been made. Mackenzie County will inspect all equipment that is proposed to be used to complete the contract prior to the contract beginning.

8.2 Operators Requirements

The Contractor shall provide all labor, and operators' necessary for the performance of the Contract. The Contractor's employees shall be skilled in and competent to properly perform the tasks assigned to them and, when required by laws, rules regulations or the Contract Documents

8.3 Emergency Response

The Contractor shall develop an emergency response plan to cover the transfer of waste. The plan shall detail the action on site and the agencies to be contacted if dangerous goods or hazardous waste has been incorporated in with the domestic waste.

8.4 Waste Transfer Stations

Mackenzie County shall ensure that the transfer sites are accessible at all times, and mark or identify the waste bins to be emptied prior to loading. Mackenzie County will ensure there are sufficient bins available for operating on any day the transfer station is open.

It is the responsibility of the Contractor to ensure that the waste bins at any one of the transfer stations or select sites are emptied in a timely manner, also all waste transfer stations require to be serviced at a minimum of once per week. The Contractor shall be responsible for all costs that result due to failure of the Contractor to execute the work

described herein on a timely basis, meaning that the transfer stations may have to be emptied after operating days to provide sufficient capacity for next operating day.

The Contractor shall be responsible for the removal of all waste that becomes scattered in and around the transfer stations and along the haul routes during the loading, unloading and hauling of the waste.

The Contractor shall be responsible for the maintenance and replacement of any property of Mackenzie County which is damaged during the execution of the work described herein.

The Contractor shall record daily the date of the work, the number of bins that were emptied at each specific waste transfer station or selected site on daily Haul of Waste Record Forms.

The Contractor shall not haul, and notify Mackenzie County immediately if the waste bins contain the following:

1. Used oil
2. Hazardous Waste
3. Liquid Waste
4. Any Sludge
5. Untreated Pathological Waste
6. Explosives
7. Dead Animals
8. Animal and Agricultural Waste
9. Dangerous Goods
10. Burning Refuse or Hot Ashes
11. Any other wastes that may be designated as not acceptable by Mackenzie County

8.5 Select Sites

Select sites are places designated for waste bin placement, which have not been identified as a waste transfer station. At this, time the select sites are Hutch Lake Campground, Wadlin Lake Campground, Machesis Lake Campground, Zama Sign Corner, Zama Campground, Zama Cornerstone Building, and Zama Recreation Hall. The County may at any time eliminate any one or more of these sites.

8.6 Regional Sanitary Landfill Site

The domestic waste collected from the waste transfer stations shall be transferred by a front end loading truck or roll off truck to a regional landfill site. Under no circumstances shall the Contractor transfer the waste to any other site, but a regional landfill site.

The regional landfill is under the management and administration of the Mackenzie Regional Waste Management Commission. The Contractor shall become familiar with the policies of the landfill regarding the acceptance of waste, tipping fees, hours of operation and any other conditions the landfill's manager may have in effect which relates to the work and waste described herein.

For more information on the regional landfill call: **780-926-2958**.

Mackenzie County shall not be responsible for any charges levied against the Contractor for access to the regional landfill site, including those outside regular hours of operation.

The Contractor shall not be entitled to any compensation related to restrictions or conditions imposed by landfill management on the Contractor regarding the day to day operation of the landfill. Undue hardships that result from changes in the day to day operation of the landfill shall be reported to Mackenzie County in writing, otherwise it shall be understood that the Contractor has no problems with the Regional Landfill Site and no hardships exists that impact his operation.

8.7 Regulatory Requirements

Contractor shall comply with all laws, ordinances, rules, regulations, order, codes and other legally enforceable requirements applicable to the Contractor and the performance of the Contract.

Contractor shall comply with the Occupational Health and Safety Act and regulations issued pursuant thereto.

Occupational Health and Safety Act

The Contractor shall familiarize himself, his staff and his subcontractors with the terms of the Occupational Health and Safety Act and Regulations thereunder to ensure complete understanding respecting the responsibilities given and compliance required. The Contractor acknowledges that he is a "Principal Contractor, Employer and/or Worker" as defined in the Occupational Health and Safety Act, and that he shall, as a condition of the Contract, comply with the Occupational Health and Safety Act and the regulations thereunder.

Copies of current legislation can be obtained from the following:

Publication Services	or	Queen's Printer Bookstore
Government of Alberta		Main Floor, McDougall Centre
11510 Kingsway Avenue		455 - 6th Street S.W.
Edmonton, Alberta		Calgary, Alberta
T5G 2Y5		T2P 4E8

Or at www.qp.gov.ab.ca

If Alberta Occupational Health and Safety conducts a worksite inspection which results in "orders" being issued to the Contractor, the Contractor shall immediately supply copies of these orders to Mackenzie County.

8.8 Contract Quantities

The quantities of bins given of annual waste generated are estimated quantities based on information from 2021 Haul of Waste Record tickets provided by the previous holder of this contract. These numbers are as shown on the Pricing Form.

8.9 Tipping Fees (Regional Landfill Fees)

The Contractor is responsible to pay for the tipping fees levied for the disposal of all waste associated with the Contract with the exception that the County will pay tipping fees for 40 yard bins.

At times events outside of reasonable control combine to inflate costs. In the event that the Contractor experiences an increase in landfill tipping fees, Mackenzie County will adjust the Contract Price accordingly.

8.10 Scavenging

The Contractor or his employees shall not engage in the scavenging of waste materials at any of the waste transfer stations or select sites unless Mackenzie County has granted written approval.

8.11 Road Bans/Weight Restrictions

For weight restrictions or road bans placed on any road or access to any of the waste transfer stations identified herein, the Contractor shall be responsible for obtaining all approvals and/or special haul permits. All costs associated with approvals and/or haul permits shall be borne by the Contractor. Any costs associated with compliance with this section are to be compensated through the unit prices in the Tender Documents.

8.12 Payment

Payment shall be based on the Contract Unit Price per waste bin emptied at a transfer station or select site. Transportation to the regional landfill and disposal of waste there is part of the Contract and no other form of compensation will be given.

Payments in accordance with the Contract shall constitute full compensation for work completed. Including furnishing of all equipment, labour, tools, machinery and work incidental thereto as well as any expenses incurred due to any cause whatsoever except as otherwise provided herein.

Mackenzie County will make payments on a monthly basis upon receipt of an invoice from the Contractor.

8.13 County Responsibility

Mackenzie County is responsible to ensure that the waste transfer stations yards and bins are kept in good condition.

It is also Mackenzie County's responsibility to monitor the waste entering the bins, and advising the Contractor how many are full at the end of each operating day for each waste transfer station.

8.14 Penalty Clause

It is the responsibility of the Contractor to ensure that the waste transfer stations have sufficient available empty bins for the next operational day. If the Contractor cannot meet the schedule, Mackenzie County may hire an independent contractor to ensure waste removal is carried out. All costs incurred above the contracted rates shall be charged back to the original contractor, plus a 10% administration fee.

8.15 Additions to Contract

In the event of additional sites being added to this Contract, the Contractor and the County will then negotiate a price for these site(s). Once a price is agreed to in writing these sites will become part of the Contract and will endure for the remainder of the Contract.

8.16 Contract Term

The Term of the Contract shall be for three (3) years commencing on the **1st** day of July, 2022 and ending on the **30th** day of June, 2025.

Mackenzie County may, prior to the expiry of the contract time, extend the contract time, twice only, for a further 1-year period subject to the same terms, covenants and conditions as contained within this Contract.

8.17 Mackenzie County's Right to Terminate

Should the Contractor be pronounced bankrupt, or becomes insolvent, Mackenzie County may, without prejudice to any other right or remedy he may have, terminate the Contract.

If the Contractor fails to comply with the requirements of the Contract, Mackenzie County may notify the Contractor in writing that he is in default of his contractual obligations and instruct him to correct the default within 15 days immediately following the receipt of such notice. If the Contractor fails to correct the default in the time specified in the notice, Mackenzie County may, without prejudice to any other right or remedy he may have, terminate the Contract by providing the Contractor with written notice to that effect, specifying the exact date when the termination occurred.

Due to potential changes in the method of disposing of solid waste (example –Waste to Energy) within Waste Transfer Stations, Mackenzie County reserves the right to terminate the Contract by providing the Contractor with written notice within six (6) months of the exact date of termination.

If Mackenzie County terminates the Contract the Contractor shall be entitled to be paid for all services rendered in accordance with the Contract Documents up to date of termination.

8.18 Modification of Contract Work

Mackenzie County, without invalidating the Contract, may at any time modify the services being rendered under the Contract, consisting of additions, deletions or alterations. If required on account of such changes ordered by Mackenzie County, equitable adjustments shall be made to the Contract Price. Such changes shall be authorized by written order from the Director of Community Services or designate.

8.19 Security Deposit

The Contractor shall furnish performance security in the amount of 10% of the total bid to accompany the submission of proposal.

- 1) Due and faithful performance of the contract, and;
- 2) Payment in full of all claims for labour and materials used or reasonably required for use in the performance of the Contract.

The security shall be in the form of:

- 1) Bond
- 2) Certified Cheque
- 3) Irrevocable Letter of Credit

The security shall be made payable to Mackenzie County, and extend for the complete term of the Contract.

Upon execution of the contract by both parties, the Contractors bid security will be returned to the unsuccessful proponents.

If the Contractor defaults in any of its obligations under this Contract Mackenzie County may, at its option, perform any such obligation after fifteen (15) days written notice to the Contractor. All costs incurred by Mackenzie County in performing such obligation shall be payable by the Contractor, and at Mackenzie County's sole discretion may be deducted from or paid out of the security held pursuant to the terms of this contract.

Schedule “B”

**WASTE TRANSFER STATION HAULING
PRICING FORM**

PRICING FORM

REQUEST FOR PROPOSALS: MACKENZIE COUNTY – WASTE TRANSFER STATION HAULING

Option 1

Site	4 yd Bid \$	Est. Qty	4 yd. Total Bid Amount <u>Column A</u>	6 yd Bid \$	Est. Qty	6 yd. Total Bid Amount <u>Column B</u>	7 yd Bid \$	Est. Qty	7 yd. Total Bid Amount <u>Column C</u>	40 yd Bid \$	Est. Qty	40 yd. Total Bid Amount <u>Column D</u>	Wood Bin Bid \$	Est. Qty	Wood Total Bid (40 yd) Amount <u>Column E</u>	Ash Bin Bid \$	Est. Qty	Ash Total Bid (40 yd) Amount <u>Column F</u>
Blue Hills WTS					58						5							
Blumenort WTS.					60			34			7						1	
Buffalo Head Prairie WTS					67						4							
Fort Vermilion WTS					266						30							
Hutch Lake					16													
La Crete WTS					312			25			204			10			2	
Machesis Lake					15													
Rocky Lane WTS					28			56			9							
Zama Sign Corner					22													
Zama WTS					6						2							
Campground Cornerstone Rec. Hall(Zama)		14			3													
Wadlin Lake					26												7	
Subtotal		14			879			115			261			10			10	
BID TOTAL (Column A, B, C, D, E & F)		\$																

Quantities are estimates only. Awarded contractor will be paid by bid per bin by location.
Unit price does not include G.S.T.

PRICING FORM

Option 2 – Group 1

Site	4 yd Bid \$	Est Qty	4 yd Total Bid Amount <u>Column A</u>	6 yd Bid \$	Est. Qty	6 yd. Total Bid amount <u>Column B</u>	7 yd Bid \$	Est. Qty	7 yd. Total Bid amount <u>Column C</u>	40 yd Bid \$	Est. Qty	40 yd. Total Bid amount <u>Column D</u>	Wood Bin (40 yd) Bid \$	Est. Qty	Wood Bin Total Bid amount <u>Column E</u>	Ash Bin (40 yd) Bid \$	Est. Qty	Ash Bin Total Bid Amount <u>Column F</u>
Blue Hills WTS				58							5							
Blumenort WTS				60				34			7						1	
Buffalo Head WTS				67							4							
La Crete WTS				312				25			204		10				2	
Wadlin Lake				26													7	
SubTotal				523				59			220		10				10	
BID TOTAL (Column A, B, C, D, E & F)		\$																

Quantities are estimates only. Awarded contractor will be paid by bid per bin by location.
Unit price does not include G.S.T.

PRICING FORM

Option 2 – Group 2

Site	4 yd Bid \$	Est Qty	4 yd Total Bid Amount <u>Column A</u>	6 yd Bid \$	Est. Qty	6 yd. Total Bid amount <u>Column B</u>	7 yd Bid \$	Est. Qty	7 yd. Total Bid amount <u>Column C</u>	40 yd Bid \$	Est. Qty	40 yd. Total Bid amount <u>Column D</u>	Wood Bin (40 yd) Bid \$	Est. Qty	Wood Bin Total Bid amount <u>Column E</u>	Ash Bin (40 yd) Bid \$	Est. Qty	Ash Bin Total Bid Amount <u>Column F</u>
Rocky Lane WTS					28			56			9							
Fort Vermilion WTS					266						30							
Zama WTS					6						2							
Zama Sign Corner					22													
Campground Cornerstone Rec. Hall(Zama)		14			3													
Hutch Lake					16													
Machesis Lake					15													
SubTotal		14			356			56			41							
BID TOTAL (Column A, B, C, D, E & F)		\$																

Quantities are estimates only. Awarded contractor will be paid by bid per bin by location.
Unit price does not include G.S.T.

Declarations:

We, _____
(Company)

of _____
(Business Address)

having examined the RFP Documents as issued by: Mackenzie County (the "County"), and having visited the site(s) of where the Work is required to be undertaken; hereby offer to enter into a Contract to perform the Work required by the RFP Documents for the RFP Sum as follows:

And, we have attached the Mandatory Requirements as per section 4.1 as follows:

- 4.1.1 Detailed Experience
- 4.1.2 List of Waste Hauling Equipment
- 4.1.3 Completed Schedule B Pricing Form
- 4.1.4 Copy of Workers Compensation
- 4.1.5 Proof of COR/SECOR
- 4.1.6 Security as per section 8.19
- 4.1.7 List of Sub-Contractors

Signatures:

Signed, sealed and submitted for and on behalf of:

Company: _____
(Name)

(Street Address or Postal Box Number)

(City, Province & Postal Code)

(Apply SEAL above)

Signature: _____

Name & Title: _____
(Please Print or Type)

Dated at _____ this _____ day of _____, 20____

Designated Contact Person: _____

Email: _____

Phone: _____

Schedule “C”

HOURS OF OPERATION

HOURS OF OPERATION

Mackenzie Regional Waste Landfill

Mackenzie Regional
Waste Landfill

Tuesday, Wednesday, Thursday, Friday
9:00 am to 5:00 pm

Saturday
9:00 am to 5:00 pm

Waste Transfer Stations

SITE LOCATION	DAY OF WEEK	OPERATING HOURS
Blue Hills Transfer Station	Thursday	9:00 am to 1:00 pm
	Saturday	10:00 am to 6:00 pm
Blumenort Transfer Station	Tuesday	12:00 pm to 6:00 pm
	Saturday	12:00 pm to 6:00 pm
Buffalo Head Prairie Transfer Station	Tuesday	4:00 pm to 8:00 pm
	Thursday	4:00 pm to 8:00 pm
	Saturday	12:00 pm to 6:00 pm
Fort Vermilion Transfer Station	Tuesday	5:00 pm to 9:00 pm
	Thursday	5:00 pm to 9:00 pm
	Saturday	10:00 am to 6:00 pm
La Crete Transfer Station *OCTOBER – MARCH **APRIL - SEPTEMBER	Monday	2:00 pm to 8:00 pm
	Thursday*	8:00 am to 2:00 pm
	Thursday**	8:00 am to 8:00 pm
	Saturday	8:00 am to 6:00 pm
Rocky Lane Transfer Station	Wednesday	12:00 pm to 6:00 pm
	Saturday	12:00 pm to 6:00 pm
Zama Transfer Station	Tuesday	4:00 pm to 8:00 pm
	Saturday	2:00 pm to 8:00 pm



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 25, 2022
Presented By:	Jennifer Batt, Director of Finance
Title:	Bursary Applicant – Forgiveness request

BACKGROUND / PROPOSAL:

Council is responsible for reviewing applications and awarding bursaries, in accordance with Policy ADM049 Bursaries (attached).

Administration has received a request to forgive repayment of a bursary which administration is bringing to Council for decision (Handout).

As per Section 6.5 of the Policy, administration has followed up with previous years applicants to ensure they have met the obligations under the bursary agreements.

Administration received a response from one applicant, requesting to forgive repayment of a bursary. The applicant stated they completed 4 years of schooling in the business program, and has since purchased a business in Edmonton.

The recipient received a Bursary from the County in 2016, in the amount of \$1,000.

As per **Policy ADM049:**

Student Eligibility:

- 1.6 *Must commit to live and work in the Mackenzie region upon graduation from a post-secondary institution. Work experience must be obtained in the field of study for which the bursary was received. The length of return service will be based on the amount awarded as follows:*

4. Bursary Cancellation

If a bursary is excluded or expelled from the institution or discontinues his/her studies on his/her own accord, the bursary shall be cancelled and the bursar

Author: J.Batt **Reviewed by:** _____ **CAO:** B Peters

shall have to repay the County the full bursary amount within one month of cancellation/discontinuation of studies. The bursar shall be responsible for notifying the County.

6. Administrative Process

6.6 Upon extenuating circumstances, recipients unable to meet their commitments may request, in writing to the Finance Committee for relief of their obligation because of the individual case.

Council may choose to request the recipient repay the full amount awarded, or as per the agreement signed by the applicant, choose to forgive all or a portion of as per section 5 of the agreement.

As per the Agreement within the Policy:

3. The Student

- a) agrees and undertakes to obtain, within six (6) months from the last day of his/her studies, employment in the Mackenzie region for a continuous period of 6 months.
- b) agrees and acknowledges that his employment under (a) is to be in an occupation or field of endeavor which relates to his course of studies and is to be otherwise satisfactory to the Sponsor;
- c) Must annually provide written information to the Sponsor regarding the status and location of employment; commencing on the date on which employment is obtained in accordance with this Agreement and until the completion of work commitments under this Agreement;
- d) Must in writing notify the Sponsor within seven (7) days of the following events:
 - i) a withdrawal from the course of studies; or
 - ii) a failure to maintain a passing grade in his course of studies in any academic year; or
 - iii) a change of address.

5. If the Sponsor requires repayment of the financial assistance for failure to maintain employment in accordance with clause 3(a), the Sponsor may, in its absolute discretion, consider the employment commitment under cause 3(a), to be partially fulfilled and accordingly reduce the repayment obligations of the Student under this Agreement on a pro rata basis.

OPTIONS & BENEFITS:

Author: J.Batt **Reviewed by:** _____ **CAO:** B Peters

Option 1

Council exercise Section 5 of the agreement, and request a reduced amount be repaid as the recipient did not return to work in the Mackenzie Region, but did enter into a similar field of study that the recipient was awarded a bursary for.

Option 2

Request that the recipient repay the full amount awarded, as per Section 4 of the Policy.

Option 3

Approve recipients request to forgive the bursary received, as they have gained full time employment as a business owner outside of the Mackenzie Region.

COSTS & SOURCE OF FUNDING:

Operating Budget

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

Administration to notify recipient.

POLICY REFERENCES:

ADM049 Bursaries
RESV17 Bursaries Reserve

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

For discussion

Author: J.Batt Reviewed by: _____ CAO: B Peters

Mackenzie County

Title	Bursaries	Policy No:	ADM049
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Legislation Reference	MGA, Section 1 b)
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Purpose

To encourage and to afford an opportunity to Mackenzie County residents to pursue studying in priority fields which are critically appealing to the Mackenzie Region, and thereby enhance the residents' abilities to make a meaningful contribution to their communities.

Policy Statement and Guidelines

Statement:

Mackenzie County Council recognizes the need for a skilled and knowledgeable workforce in the Mackenzie Region and therefore encourages further learning. In order to provide financial assistance to qualified applicants/students, a bursary fund is established during an annual budgeting process.

Guidelines:

1. Student Eligibility

- 1.1 First time university/college students may receive a bursary within two years from their public school graduation date and either student or immediate family must be living in the County.
- 1.2 Students returning to their second to fourth year of studies may apply to receive a bursary. Student's immediate family must be living within Mackenzie County.
- 1.3 Mature students are eligible to receive a bursary at the discretion of the Finance Committee. The student must be living within Mackenzie County. These students will be given third priority.
- 1.4 Students enrolled in part time studies will be eligible for a bursary prorated to the number of months studied compared to a full time program.
- 1.5 Must be enrolled in a post-secondary education or certified trade institution.
- 1.6 Must commit to live and work in the Mackenzie region upon graduation from a post-secondary institution. Work experience must be obtained in the field of study for which the bursary was received. The length of return service will be based on the amount awarded as follows:

- \$500 – 3 months
- \$1,000 – 6 months
- \$1,500 – 9 months
- \$2,000 – 12 months

1.7 Must be able to demonstrate commitment to community and education.

2. Return Service Agreement

Every student selected to receive a Mackenzie County Bursary must sign an agreement. The Agreement commits the student to live and work in the field of study the bursary was received for within the Mackenzie region. The length of return services is based on the total value of bursary support with three months of return service for each \$500 of total bursary support or any portion thereof. For example: a bursary of \$1000 has a return service agreement of six months.

Students not returning to work within the Mackenzie region may be expected to reimburse bursary grants received.

3. Bursary Amount

The amount of the bursary will be dependent on the length and field of study; the number and value of bursaries available each year may vary.

4. Bursary Cancellation

If a bursary is excluded or expelled from the institution or discontinues his/her studies on his/her own accord, the bursary shall be cancelled and the bursar shall have to repay the County the full bursary amount within one month of cancellation/discontinuation of studies. The bursar shall be responsible for notifying the County.

5. Bursary Awarding

The Finance Committee shall be responsible to review the applications and award the annual bursaries.

6. Administrative Process

6.1 The bursary applications (Schedule A) shall be advertised during the first two weeks of March with the closing date for applications being 4:30 p.m. on the last day of April.

6.2 Successful bursary recipients will receive notification within two weeks of the awards; however, the funds will not be provided until the Return Service Agreement (Schedule B) has been signed and confirmations of acceptance

from the post-secondary institution have been received. The deadline to receive required documentation for bursary payment will be September 30th of the year the bursary is awarded.

- 6.3 If not all annually allocated funds have been distributed, the Finance Committee may re-advertise the bursary applications.
- 6.4 Any unused funds in any given year shall be allocated to the Bursary Reserve established by Council.
- 6.5 County administration will follow up with bursary recipients, current and previous, at least once a year to update the recipient's status.
- 6.6 Upon extenuating circumstances, recipients unable to meet their commitments may request in writing to the Finance Committee for relief of their obligation because of the individual case.

7. Administrative Responsibilities

Chief Administrative Officer or Designate shall be responsible for monitoring compliance with this policy.

	Date	Resolution Number
Approved	2011-04-12	11-04-347
Amended	2014-03-26	14-03-197
Amended	2015-08-11	15-08-547
Amended	2016-08-09	16-08-580
Amended	2016-09-28	16-09-689
Amended	2017-01-09	17-01-015
Amended	2017-08-08	17-08-562
Amended	2019-08-28	19-08-462

MACKENZIE COUNTY BURSARY APPLICATION (SCHEDULE A)

General Guidelines

Student Eligibility

- First time university/college students may receive a bursary within two years from their public school graduation date and either student or immediate family must be living in the County.
- Students returning to their second to fourth year of studies may apply to receive a bursary. Student's immediate family must be living within Mackenzie County.
- Mature students are eligible to receive a bursary at the discretion of the Finance Committee. The student must be living within Mackenzie County. These students will be given third priority.
- Students enrolled in part time studies will be eligible for a bursary prorated to the number of months studied compared to a full time program.
- Must be enrolled in a post-secondary education or certified trade institution.
- Must commit to live and work in the Mackenzie region for a six-month period upon graduation of post-secondary education for each bursary received.
- Must be able to demonstrate commitment to community and education.

Note: Bursary applications received after initial deadline will be awarded on a first come first served basis

Return Service Agreement

Every student selected to receive a Mackenzie County Bursary must sign an agreement. The Agreement commits the student to live and work within the Mackenzie region for a six-month period upon graduation of post-secondary studies for each bursary received. The length of return services is based on the total value of bursary support with three months of return service for each \$500 of total bursary support or any portion thereof. For example: a bursary of \$1000 has a return service agreement of six months.

Students not returning to work within the Mackenzie region may be expected to reimburse bursary grants received.

Bursary Amount

The usual amount of the bursary is \$1,000.00; however both the number and value of bursaries available each year may vary.

Successful Bursary recipients will receive notification in May; however, the funds will not be provided until the Return Service Agreement has been signed and you have provided us with confirmations of acceptance from the post-secondary institution of your choice and of tuition paid.

Application Must Include:

First time applicants

- A cover letter including reason for application, the field of study, career goal and date of graduation.
- 3 reference letters: 1 public school or college or university related, and 2 personal references.

Returning applicants

- A cover letter including reason for application, the field of study, career goal and date of graduation.
- Proof of course completion (academic transcript) (To be submitted as soon as available)
- Proof of course registration or Receipt of tuition paid (To be submitted as soon as available)

Application deadline

The deadline for **receipt** of application is _____ at **4:30 p.m.** at the following address:

Finance Committee, Mackenzie County
Box 640, Fort Vermilion, Alberta T0H 1N0
Fax: (780) 927-4266
Email: office@mackenziecounty.com

MACKENZIE COUNTY BURSARY APPLICATION FORM (SCHEDULE A)

CONTACT INFORMATION (please print)

Full Name: _____ Phone Number: _____

Mailing Address: _____

City/Town: _____ Postal Code: _____

Street Address or Land Location: _____

Number of Years Lived in Region: _____

EDUCATIONAL INFORMATION

Name of Public School: _____ Graduation Date: _____

Provide a list of the grade twelve subjects, with final grade, that you are using as entry level for post-secondary or trade education. (Please provide a copy of your transcripts if available.)

Returning Students: Please provide a copy of your most recent transcripts.

Post-Secondary Institution: _____

Program of Study: _____

Length of Program Studies you plan to attend: 1yr. 2 yr. 3 yr. 4yr. more

Date you expect to graduate: _____ 20____

PERSONAL INFORMATION

Please explain how your choice of post-secondary education will benefit the Mackenzie County area?

Please list any community involvement and past work experiences.

Please list any extracurricular activities, hobbies and interests.

**Your application may not be considered if information is missing.
Have you answered all the questions?**

APPLICANT DECLARATION

I declare that:

to the best of my knowledge, the information given on this application is true.

I agree to:

provide any information needed to verify any statement made on this application.

I understand that:

I may have to repay my bursary if I do not fulfil my return service agreement.

I may be denied a bursary if I have made any false or misleading statements on this application.

I consent to:

The use of my name and/or photograph by Mackenzie County for the purposes of publicizing the Mackenzie County Bursary Program.

X _____
Signature of Applicant

Date Signed

RETURN SERVICE AGREEMENT

THIS AGREEMENT made this _____ day of _____, 20_____.

BETWEEN

Mackenzie County
(referred to as the "Sponsor")

and

(referred to as the "Student")

of the _____ of _____, in the Province of Alberta

WHEREAS the Sponsor has established a bursary to provide assistance to eligible students and to promote the development of vocational or professional expertise within the Mackenzie region; and

WHEREAS the Student has applied to the Sponsor for a Bursary to assist him in his course of studies: and

WHEREAS a Bursary consists of a financial assistance award from the Sponsor; and

WHEREAS the Student has undertaken to work and provide services in the Sponsor region; now

THEREFORE the parties agree as follows:

1. For the purposes of this agreement, "sponsor region" means the area within the boundaries of the Mackenzie County.
2. Upon approval of the Student's application by the Sponsor and upon receipt of confirmations of the Student's registration in the course of studies and of tuition paid, the Sponsor will pay to the Student the sum of \$ _____ as an award in order for the Student to commence the course of studies as outlined in the Student's bursary application.
3. The Student
 - a) agrees and undertakes to obtain, within six (6) months from the last day of his/her studies, employment in the Mackenzie region for a continuous period of _____ months.

- b) agrees and acknowledges that his employment under (a) is to be in an occupation or field of endeavor which relates to his course of studies and is to be otherwise satisfactory to the Sponsor;
 - c) Must annually provide written information to the Sponsor regarding the status and location of employment; commencing on the date on which employment is obtained in accordance with this Agreement and until the completion of work commitments under this Agreement;
 - d) Must in writing notify the Sponsor within seven (7) days of the following events:
 - i) a withdrawal from the course of studies; or
 - ii) a failure to maintain a passing grade in his course of studies in any academic year; or
 - iii) a change of address.
4. The Sponsor may, in its absolute discretion, require repayment in full by the Student of the Bursary to the Sponsor for failure to comply with clause 3 of this Agreement or upon the occurrence of one or more of the events in clause 3(d). Repayment will occur according to the following schedule based on total value of awards received:
- ≤ \$500 repayment due within 3 months of invoice date
 - \$500-\$1000 repayment due within 6 months of invoice date
 - > \$1000 repayment due within 1 year of invoice date
5. If the Sponsor requires repayment of the financial assistance for failure to maintain employment in accordance with clause 3(a), the Sponsor may, in its absolute discretion, consider the employment commitment under clause 3(a), to be partially fulfilled and accordingly reduce the repayment obligations of the Student under this Agreement on a pro rata basis.
6. The Sponsor may waive a default of this Agreement only by written notice to the Student.
7. The Student agrees and acknowledges that he has the sole obligation to seek employment and lodging to fulfill his commitment under this Agreement and that there is no obligation upon the Sponsor to provide any employment position or lodging place to help fulfill this commitment.
8. The Student allows the Sponsor to release his name as a bursary recipient for advertising and recognition of the bursary.
9. All notices and other written communications required or permitted under this Agreement can be delivered by hand, or sent by registered mail or faxed to the addressee as follows:

To the Sponsor: c/o Mackenzie County
P.O. Box 640
Fort Vermilion, AB
T0H 1N0
Phone: (780) 927-3718
Fax: (780) 927-4266

To The Student _____

Phone: () _____
Fax: () _____

IN WITNESS WHEREOF the parties hereto have executed this Agreement on the date first written above.

SIGNED IN THE PRESENCE OF

_____ Signature of Witness	_____ Signature of Student or Parent/Guardian if Student is under 18
Printed name of Witness:	_____
Address of Witness:	_____
Postal Code of Witness:	_____
Phone Number of Witness	_____

TO BE COMPLETED BY THE SPONSOR

_____ Witness	_____ Signature of Sponsor
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Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 25, 2022
Presented By:	Jennifer Batt, Director of Finance
Title:	Financial Reports – January 1 – April 30, 2022

BACKGROUND / PROPOSAL:

The Finance Department provides monthly financial reports to Council as per policy. January – April 30 2022 reports are attached for review.

During Budget deliberations, Council approved projects with funding from various reserves, and requested that administration review available grants to fund approved projects. The attached Capital project sheet identifies project-funding recommendations.

OPTIONS & BENEFITS:

Financial Reports to Council

Council shall receive the following reports monthly:

- Statement comparing actual operating revenues and expenditures to budget for the year-to-date (January – April 30, 2022)
- A report of funds invested in term deposits and other securities
 - (January – March 31, 2022)
- Project progress reports including expenditures to budget until April 30, 2022.

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

Author: J. Batt **Reviewed by:** _____ **CAO:** B Peters

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

Policy FIN010 – Financial Reports

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the financial reports for January to April 30, 2022 be received for information.

Author: J. Batt Reviewed by: _____ CAO: B Peters

Finance Reports January – April, 2022

Accounts Payable

Outstanding Balance April 30th \$ 101,073 – Total 13 Vendors

As of May 6, 2022 – All Vendors Paid

Water & Sewer (Utilities)

Outstanding Balance as of April 29th \$56,183.11 – Total 923 Accounts

Currently there are 270 Customers signed up for pre-authorized payments.

Accounts Receivable

Outstanding balance as of April 30th \$ 368,562.74 – Total 241 Customers

Type of Expense	Total	Customers
Government Contracts	\$151,109.55	3
Fire Invoices	\$61,843.32	20
Planning/Permits	\$10,731.29	8
Leases	\$90,832.73	5
TOTAL	\$314,516.89	36

Remaining customers have a balance of less than \$1,000 or a small credit on account

Paid as of May 16, 2022 - \$104,297.64 – 7 customers

Taxation

Outstanding balance as of April 30th including pre-authorized agreements

\$ 7,057,007.23 – Total 1390 Tax Rolls

A steady increase of approx. 10 rolls to the pre-authorization payments per month, which included Residential, Oil & Gas, and Commercial ratepayers.

Date	Pre-authorization monthly payments	Number of Rolls
April 30, 2022	\$337,488	766

Residents/businesses can enter into a pre-authorization agreement at any time during the year.

Mackenzie County
Summary of All Units January - April 2021

	2022	2022 Actual	\$ Variance
	Budget	Total	(Remaining)
OPERATING REVENUES			
100-Municipal Taxes	\$24,358,080		(\$24,358,080)
101-Lodge Requisition	\$815,695		(\$815,695)
102-School Requisition	\$6,612,576		(\$6,612,576)
103-Designated Ind. Property	\$72,796		(\$72,796)
124-Frontage	\$99,450		(\$99,450)
261-Ice Bridge	\$140,000	\$135,000	(\$5,000)
420-Sales of goods and services	\$1,005,720	\$270,294	(\$735,426)
421-Sale of water - metered	\$3,529,675	\$1,163,887	(\$2,365,788)
422-Sale of water - bulk	\$937,608	\$286,680	(\$650,928)
424-Sale of land	\$10,000		(\$10,000)
510-Penalties on taxes	\$700,000	\$194,440	(\$505,560)
511-Penalties of AR and utilities	\$21,000	\$11,665	(\$9,335)
520-Licenses and permits	\$55,000	\$31,472	(\$23,528)
521-Offsite levy	\$20,000		(\$20,000)
522-Municipal reserve revenue	\$150,000	\$7,000	(\$143,000)
526-Safety code permits	\$300,000	\$40,197	(\$259,803)
525-Subdivision fees	\$75,000	\$35,305	(\$39,695)
530-Fines	\$9,000	\$3,264	(\$5,736)
531-Safety code fees	\$8,000	\$1,746	(\$6,254)
550-Interest revenue	\$325,000	(\$82,994)	(\$407,994)
551-Market value changes		\$4,896	\$4,896
560-Rental and lease revenue	\$174,127	\$53,770	(\$120,357)
570-Insurance proceeds			\$0
597-Other revenue	\$28,662	\$16,260	(\$12,402)
598-Community aggregate levy	\$85,000		(\$85,000)
630-Sale of non-TCA equipment			\$0
830-Federal grants			\$0
840-Provincial grants	\$602,353	\$168,362	(\$433,991)
909-Other Sources -Grants	\$65,000		(\$65,000)
930-Contribution from Operating Reserves	\$2,356,173		(\$2,356,173)
940-Contribution from Capital Reserves			\$0
TOTAL REVENUE	\$42,555,915	\$2,341,244	(\$40,214,671)
Excluding Requisitions	\$35,054,848	\$2,341,244	(\$32,713,604)

Mackenzie County
Summary of All Units January - April 2021

	2022	2022 Actual	\$ Variance
	Budget	Total	(Remaining)
OPERATING EXPENSES			
110-Wages and salaries	\$6,770,291	\$1,999,441	\$4,770,850
132-Benefits	\$1,319,040	\$423,632	\$895,408
136-WCB contributions	\$127,393		\$127,393
142-Recruiting	\$15,000		\$15,000
150-Isolation cost	\$43,200	\$14,862	\$28,338
151-Honoraria	\$587,360	\$140,040	\$447,320
211-Travel and subsistence	\$336,614	\$49,577	\$287,037
212-Promotional expense	\$36,000	(\$315)	\$36,315
214-Memberships & conference fees	\$129,977	\$36,913	\$93,064
215-Freight	\$98,450	\$15,947	\$82,503
216-Postage	\$62,050	\$18,235	\$43,815
217-Telephone	\$118,420	\$36,031	\$82,389
221-Advertising	\$77,400	\$9,519	\$67,881
223-Subscriptions and publications	\$12,600	\$3,810	\$8,790
231-Audit fee	\$115,000	\$52,000	\$63,000
232-Legal fee	\$100,000	\$18,662	\$81,338
233-Engineering consulting	\$192,000	\$41,980	\$150,020
235-Professional fee	\$215,700	\$88,836	\$126,864
236-Enhanced policing fee	\$531,924	\$97,186	\$434,738
239-Training and education	\$101,340	\$10,813	\$90,527
242-Computer programming	\$214,675	\$14,057	\$200,618
243-Waste Management	\$531,800	\$91,194	\$440,606
251-Repair & maintenance - bridges	\$159,500	\$10,423	\$149,077
252-Repair & maintenance - buildings	\$155,640	\$25,785	\$129,855
253-Repair & maintenance - equipment	\$409,950	\$67,666	\$342,284
255-Repair & maintenance - vehicles	\$102,400	\$26,614	\$75,786
258-Contract graders	\$776,302	\$184,185	\$592,117
259-Repair & maintenance - structural	\$1,535,700	\$84,958	\$1,450,742
260-Roadside Mowing & Spraying	\$368,733	\$35,750	\$332,983
261-Ice bridge construction	\$125,000	\$95,521	\$29,479
262-Rental - building and land	\$64,650	\$17,025	\$47,625
263-Rental - vehicle and equipment	\$104,530	\$27,433	\$77,097
266-Communications	\$155,992	\$60,065	\$95,927
271-Licenses and permits	\$23,000	\$463	\$22,537
272-Damage claims			\$0
274-Insurance	\$590,534	\$524,685	\$65,849
342-Assessor fees	\$282,502	\$49,417	\$233,085
290-Election cost	\$3,000		\$3,000
511-Goods and supplies	\$963,313	\$337,869	\$625,444
515-Lab Testing	\$50,500	\$11,809	\$38,691
521-Fuel and oil	\$645,700	\$365,634	\$280,066
531-Chemicals and salt	\$456,800	\$47,264	\$409,536
532-Dust control	\$890,000		\$890,000
533-Grader blades	\$143,000	\$30,683	\$112,317
534-Gravel (apply; supply and apply)	\$3,020,000		\$3,020,000
994-Change in Inventory	\$300,000		\$300,000
543-Natural gas	\$128,013	\$85,683	\$42,330
544-Electrical power	\$717,093	\$265,938	\$451,155
550-Carbon Tax	\$104,000	\$53,487	\$50,513
710-Grants to local governments	\$2,250,000	\$625,000	\$1,625,000
735-Grants to other organizations	\$2,308,147	\$1,169,222	\$1,138,925
747-School requisition	\$6,612,576		\$6,612,576
750-Lodge requisition	\$815,695		\$815,695
760-Designated Ind. Property	\$72,796		\$72,796
763/764-Contributed to Reserve	\$2,407,959		\$2,407,959
810-Interest and service charges	\$22,360	\$5,613	\$16,747
831-Interest - long term debt	\$366,662	(\$31,142)	\$397,804
832-Principle - Long term debt	\$1,356,458		\$1,356,458
921-Bad Debt	\$1,500,000		\$1,500,000
Non-TCA projects*	\$831,172	\$44,324	\$786,848
TOTAL EXPENSES	\$42,555,911	\$7,383,793	\$35,172,118
Excluding Requisitions	\$35,054,844	\$7,383,793	\$27,671,051
995-Amortization of TCA	\$10,250,393		\$10,250,393

	2022	2022 Actual	\$ Variance
	Budget	Total	(Remaining)
OPERATING REVENUES			
<hr/>			
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OPERATING EXPENSES			
132-Benefits	\$45,836	\$14,425	\$31,411
136-WCB contributions	\$8,119	\$0	\$8,119
151-Honoraria	\$475,560	\$140,040	\$335,520
211-Travel and subsistence	\$210,373	\$31,885	\$178,488
214-Memberships & conference fees	\$64,150	\$19,928	\$44,222
216-Postage		\$789	(\$789)
217-Telephone	\$7,700	\$1,771	\$5,929
221-Advertising	\$1,000		\$1,000
223-Subscriptions and publications	\$750		\$750
235-Professional fee	\$8,000		\$8,000
239-Training and education	\$1,700		\$1,700
266-Communications	\$15,600	\$2,816	\$12,784
274-Insurance	\$2,194	\$1,828	\$366
290-Election cost	\$3,000	\$0	\$3,000
511-Goods and supplies	\$9,700	\$607	\$9,093
TOTAL EXPENSES	\$853,682	\$214,091	\$639,591
Excluding Requisitions	\$853,682	\$214,091	\$639,591
<hr/>			
TOTAL EXPENSES	\$853,682	\$214,091	\$639,591
EXCESS (DEFICIENCY)	(\$853,682)	(\$214,091)	(\$639,591)

	2022	2022 Actual	\$ Variance
	Budget	Total	(Remaining)
OPERATING REVENUES			
420-Sales of goods and services	\$31,050	\$23,809	\$7,241
510-Penalties on taxes	\$700,000	\$194,440	\$505,560
511-Penalties of AR and utilities	\$9,000	\$4,766	\$4,234
550-Interest revenue	\$325,000	(\$82,994)	\$407,994
551-Market value changes		\$4,896	(\$4,896)
560-Rental and lease revenue	\$54,300	\$25,082	\$29,218
570-Insurance proceeds			\$0
597-Other revenue	\$15,000	\$16,085	(\$1,085)
598-Community aggregate levy	\$85,000	\$0	\$85,000
830-Federal grants		\$0	\$0
840-Provincial grants	\$48,502	\$19,020	\$29,482
890-Gain (Loss) Penny Rounding		(\$0)	\$0
909-Other Sources -Grants	\$50,000	\$0	\$50,000
930-Contribution from Operating Reserves	\$75,000	\$0	\$75,000
TOTAL REVENUE	\$1,392,852	\$205,104	\$1,187,748
Excluding Requisitions	\$1,392,852	\$205,104	\$1,187,748
OPERATING EXPENSES			
110-Wages and salaries	\$1,791,159	\$522,613	\$1,268,546
132-Benefits	\$353,752	\$108,960	\$244,792
136-WCB contributions	\$28,995	\$0	\$28,995
142-Recruiting	\$15,000	\$0	\$15,000
150-Isolation cost	\$14,400	\$4,800	\$9,600
211-Travel and subsistence	\$29,851	\$6,971	\$22,880
212-Promotional expense	\$21,000	(\$15)	\$21,015
214-Memberships & conference fees	\$21,832	\$1,423	\$20,409
215-Freight	\$9,000	\$2,101	\$6,899
216-Postage	\$24,550	\$17,211	\$7,339
217-Telephone	\$43,600	\$15,859	\$27,741
221-Advertising	\$64,000	\$4,719	\$59,281
223-Subscriptions and publications	\$8,250	\$3,810	\$4,440
231-Audit fee	\$115,000	\$52,000	\$63,000
232-Legal fee	\$100,000	\$15,499	\$84,501
233-Engineering consulting		\$0	\$0
235-Professional fee	\$75,000	\$1,885	\$73,115
239-Training and education	\$19,620	\$1,515	\$18,105
242-Computer programming	\$124,300	\$538	\$123,762
243-Waste Management	\$4,800	\$2,957	\$1,843
252-Repair & maintenance - buildings	\$59,150	\$14,512	\$44,638
253-Repair & maintenance - equipment	\$9,100	\$411	\$8,689
255-Repair & maintenance - vehicles	\$5,600	\$231	\$5,369
258-Contract graders		\$0	\$0
259-Repair & maintenance - structural	\$500	\$0	\$500
262-Rental - building and land		\$0	\$0
263-Rental - vehicle and equipment	\$29,494	\$4,517	\$24,977
266-Communications	\$51,660	\$15,493	\$36,167
271-Licenses and permits		\$112	(\$112)
274-Insurance	\$106,711	\$101,289	\$5,422
342-Assessor fees	\$282,502	\$49,417	\$233,085
511-Goods and supplies	\$90,500	\$32,821	\$57,679
521-Fuel and oil	\$20,600	\$6,082	\$14,518
994-Change in Inventory		\$0	\$0
543-Natural gas	\$18,516	\$10,334	\$8,182
544-Electrical power	\$81,058	\$37,030	\$44,028
710-Grants to local governments	\$2,250,000	\$625,000	\$1,625,000
763/764-Contributed to Reserve	\$169,450	\$0	\$169,450
810-Interest and service charges	\$21,000	\$5,386	\$15,614
831-Interest - long term debt			\$0
832-Principle - Long term debt			\$0
921-Bad Debt	\$1,500,000	\$0	\$1,500,000
Non-TCA projects	\$125,000	\$33,506	\$91,494
TOTAL EXPENSES	\$7,684,950	\$1,698,991	\$5,985,959
Excluding Requisitions	\$7,684,950	\$1,698,991	\$5,985,959
995-Amortization of TCA	\$347,368	\$0	\$347,368

	2022	2022 Actual	\$ Variance
	Budget	Total	(Remaining)
OPERATING REVENUES			
420-Sales of goods and services	\$173,900	\$10,268	\$163,632
630-Sale of non-TCA equipment			\$0
840-Provincial grants		\$0	\$0
909-Other Sources -Grants	\$15,000		\$15,000
930-Contribution from Operating Reserves	\$15,000		\$15,000
TOTAL REVENUE	\$203,900	\$10,268	\$193,632
Excluding Requisitions	\$203,900	\$10,268	\$193,632
OPERATING EXPENSES			
110-Wages and salaries	\$44,925	\$14,436	\$30,489
132-Benefits	\$7,618	\$3,126	\$4,492
136-WCB contributions	\$782	\$0	\$782
151-Honoraria	\$111,800	\$0	\$111,800
211-Travel and subsistence	\$5,950	\$651	\$5,299
214-Memberships & conference fees	\$3,630	\$0	\$3,630
215-Freight	\$1,000	\$428	\$572
216-Postage			\$0
217-Telephone	\$27,440	\$8,506	\$18,934
221-Advertising			\$0
235-Professional fee		\$0	\$0
239-Training and education	\$44,420	\$249	\$44,171
252-Repair & maintenance - buildings	\$10,500	\$3,432	\$7,068
253-Repair & maintenance - equipment	\$29,600	\$5,988	\$23,612
255-Repair & maintenance - vehicles	\$8,700	\$1,388	\$7,312
258-Contract graders	\$17,000	\$0	\$17,000
259-Repair & maintenance - structural	\$1,500	\$0	\$1,500
263-Rental - vehicle and equipment	\$27,000	\$11,996	\$15,004
266-Communications	\$69,012	\$36,739	\$32,273
271-Licenses and permits	\$4,000	\$0	\$4,000
274-Insurance	\$48,867	\$41,691	\$7,176
511-Goods and supplies	\$113,274	\$19,778	\$93,496
521-Fuel and oil	\$17,000	\$1,466	\$15,534
543-Natural gas	\$14,166	\$10,283	\$3,883
544-Electrical power	\$16,707	\$6,780	\$9,927
Non-TCA projects	\$30,000		\$30,000
TOTAL EXPENSES	\$654,891	\$166,937	\$487,954
Excluding Requisitions	\$654,891	\$166,937	\$487,954
995-Amortization of TCA	\$202,247	\$0	\$202,247

Mackenzie County
25-Ambulance/Municipal Emergency

	<u>2022</u>	<u>2022 Actual</u>	<u>\$ Variance</u>
	<u>Budget</u>	<u>Total</u>	<u>(Remaining)</u>
OPERATING REVENUES			
560-Rental and lease revenue	\$40,500	\$10,125	\$30,375
TOTAL REVENUE	\$40,500	\$10,125	\$30,375
Excluding Requisitions	\$40,500	\$10,125	\$30,375
OPERATING EXPENSES			
252-Repair & maintenance - buildings	\$7,000	\$85	\$6,915
274-Insurance	\$3,434	\$1,715	\$1,719
TOTAL EXPENSES	\$10,434	\$1,800	\$8,634
Excluding Requisitions	\$10,434	\$1,800	\$8,634
995-Amortization of TCA	\$12,328	\$0	\$12,328

Mackenzie County
26-Enforcement Services

	2022	2022 Actual	\$ Variance
	Budget	Total	(Remaining)
OPERATING REVENUES			
520-Licenses and permits	\$1,000		\$1,000
530-Fines	\$9,000	\$3,264	\$5,736
560-Rental and lease revenue	\$13,827	\$5,761	\$8,066
630-Sale of non-TCA equipment		\$0	\$0
TOTAL REVENUE	\$23,827	\$9,025	\$14,802
Excluding Requisitions	\$23,827	\$9,025	\$14,802
OPERATING EXPENSES			
110-Wages and salaries	\$14,975	\$4,812	\$10,163
132-Benefits	\$2,539	\$1,042	\$1,497
136-WCB contributions	\$261	\$0	\$261
211-Travel and subsistence	\$7,000	\$205	\$6,795
214-Memberships & conference fees		\$0	\$0
215-Freight			\$0
217-Telephone	\$1,200	\$0	\$1,200
223-Subscriptions and publications	\$1,300		\$1,300
235-Professional fee	\$2,000	\$80	\$1,920
236-Enhanced policing fee	\$531,924	\$97,186	\$434,738
239-Training and education	\$8,000	\$3,365	\$4,635
252-Repair & maintenance - buildings	\$12,050		\$12,050
255-Repair & maintenance - vehicles			\$0
258-Contract graders	\$8,000		\$8,000
266-Communications	\$500	\$255	\$245
274-Insurance	\$6,240	\$5,200	\$1,040
511-Goods and supplies	\$500	\$550	(\$50)
521-Fuel and oil	\$500	\$0	\$500
TOTAL EXPENSES	\$596,989	\$112,696	\$484,294
Excluding Requisitions	\$596,989	\$112,696	\$484,294
995-Amortization of TCA	\$565	\$0	\$565

	2022	2022 Actual	\$ Variance
	Budget	Total	(Remaining)
OPERATING REVENUES			
124-Frontage	\$81,100	\$0	\$81,100
261-Ice Bridge	\$140,000	\$135,000	\$5,000
420-Sales of goods and services	\$291,570	\$116,270	\$175,300
520-Licenses and permits	\$4,000	\$645	\$3,355
521-Offsite levy			\$0
570-Insurance proceeds		\$0	\$0
597-Other revenue		\$0	\$0
630-Sale of non-TCA equipment		\$0	\$0
830-Federal grants		\$0	\$0
840-Provincial grants	\$121,262	\$0	\$121,262
930-Contribution from Operating Reserves	\$1,596,600	\$0	\$1,596,600
TOTAL REVENUE	\$2,234,532	\$251,915	\$1,982,617
Excluding Requisitions	\$2,234,532	\$251,915	\$1,982,617
OPERATING EXPENSES			
110-Wages and salaries	\$2,633,342	\$784,156	\$1,849,186
132-Benefits	\$486,010	\$150,868	\$335,142
136-WCB contributions	\$44,488	\$0	\$44,488
142-Recruiting		\$0	\$0
150-Isolation cost	\$14,400	\$5,354	\$9,046
211-Travel and subsistence	\$15,000	\$5,386	\$9,614
214-Memberships & conference fees	\$12,450	\$0	\$12,450
215-Freight	\$20,000	\$4,030	\$15,971
217-Telephone	\$15,180	\$4,049	\$11,131
221-Advertising	\$900	\$0	\$900
223-Subscriptions and publications	\$2,000	\$0	\$2,000
232-Legal fee		\$0	\$0
233-Engineering consulting	\$90,000	\$31,143	\$58,857
235-Professional fee	\$10,000	\$5,024	\$4,976
239-Training and education	\$6,000	\$5,224	\$776
251-Repair & maintenance - bridges	\$159,500	\$10,423	\$149,077
252-Repair & maintenance - buildings	\$28,390	\$5,790	\$22,600
253-Repair & maintenance - equipment	\$177,000	\$55,031	\$121,969
255-Repair & maintenance - vehicles	\$52,400	\$19,230	\$33,170
258-Contract graders	\$260,000	\$75,925	\$184,075
259-Repair & maintenance - structural	\$905,050	\$63,532	\$841,518
261-Ice bridge construction	\$125,000	\$95,521	\$29,479
262-Rental - building and land	\$3,150	\$1,425	\$1,725
263-Rental - vehicle and equipment	\$5,000	\$206	\$4,794
266-Communications	\$11,340	\$3,560	\$7,780
271-Licenses and permits	\$7,225	\$0	\$7,225
272-Damage claims		\$0	\$0
274-Insurance	\$179,782	\$153,965	\$25,817
511-Goods and supplies	\$371,239	\$217,840	\$153,399
521-Fuel and oil	\$540,000	\$71,728	\$468,272
531-Chemicals and salt	\$165,000	\$0	\$165,000
532-Dust control	\$890,000	\$0	\$890,000
533-Grader blades	\$143,000	\$30,683	\$112,317
534-Gravel (apply; supply and apply)	\$3,010,000	\$0	\$3,010,000
994-Change in Inventory	\$300,000	\$0	\$300,000
543-Natural gas	\$14,201	\$9,821	\$4,380
544-Electrical power	\$274,685	\$96,614	\$178,071
550-Carbon Tax	\$104,000	\$53,487	\$50,513
763/764-Contributed to Reserve	\$633,228	\$0	\$633,228
831-Interest - long term debt	\$345,554	(\$29,472)	\$375,026
832-Principle - Long term debt	\$1,006,843	\$0	\$1,006,843
921-Bad Debt			\$0
Non-TCA projects	\$6,600	\$0	\$6,600
TOTAL EXPENSES	\$13,067,957	\$1,930,542	\$11,137,415
Excluding Requisitions	\$13,067,957	\$1,930,542	\$11,137,415
995-Amortization of TCA	\$6,709,150	\$0	\$6,709,150

	2022	2022 Actual	\$ Variance
	Budget	Total	(Remaining)
OPERATING REVENUES			
420-Sales of goods and services	\$27,500	\$5,139	\$22,361
560-Rental and lease revenue	\$34,542	\$12,802	\$21,740
597-Other revenue			\$0
930-Contribution from Operating Reserves	\$32,708	\$0	\$32,708
TOTAL REVENUE	\$94,750	\$17,941	\$76,809
Excluding Requisitions	\$94,750	\$17,941	\$76,809
OPERATING EXPENSES			
110-Wages and salaries	\$39,008	\$9,624	\$29,384
132-Benefits	\$7,947	\$2,463	\$5,484
136-WCB contributions	\$680	\$0	\$680
211-Travel and subsistence	\$4,000		\$4,000
214-Memberships & conference fees	\$4,500	\$200	\$4,300
215-Freight	\$1,000		\$1,000
223-Subscriptions and publications	\$300		\$300
235-Professional fee	\$10,000	\$0	\$10,000
239-Training and education	\$3,200		\$3,200
252-Repair & maintenance - buildings	\$3,500	\$0	\$3,500
253-Repair & maintenance - equipment	\$32,000	\$0	\$32,000
255-Repair & maintenance - vehicles	\$3,300		\$3,300
259-Repair & maintenance - structural	\$26,200	\$0	\$26,200
262-Rental - building and land	\$60,000	\$15,000	\$45,000
266-Communications	\$4,880	\$1,041	\$3,839
271-Licenses and permits	\$1,725	\$0	\$1,725
274-Insurance	\$7,027	\$5,969	\$1,058
511-Goods and supplies	\$1,000	\$2,588	(\$1,588)
521-Fuel and oil	\$1,700	\$0	\$1,700
531-Chemicals and salt	\$17,500	\$6,347	\$11,153
994-Change in Inventory		\$0	\$0
543-Natural gas	\$3,642	\$2,858	\$784
544-Electrical power	\$26,579	\$12,016	\$14,563
Non-TCA projects	\$32,708	\$0	\$32,708
TOTAL EXPENSES	\$292,396	\$58,106	\$234,290
Excluding Requisitions	\$292,396	\$58,106	\$234,290
995-Amortization of TCA	\$196,006	\$0	\$196,006

	2022 Budget	2022 Actual Total	\$ Variance (Remaining)
OPERATING REVENUES			
124-Frontage	\$5,950	\$0	\$5,950
420-Sales of goods and services	\$68,500	\$23,476	\$45,024
421-Sale of water - metered	\$2,392,568	\$797,375	\$1,595,193
422-Sale of water - bulk	\$928,708	\$284,280	\$644,428
511-Penalties of AR and utilities	\$12,000	\$6,899	\$5,101
521-Offsite levy	\$20,000	\$0	\$20,000
597-Other revenue		\$175	(\$175)
630-Sale of non-TCA equipment		\$0	\$0
909-Other Sources -Grants			\$0
930-Contribution from Operating Reserves	\$220,080	\$0	\$220,080
TOTAL REVENUE	\$3,647,806	\$1,112,205	\$2,535,601
Excluding Requisitions	\$3,647,806	\$1,112,205	\$2,535,601
OPERATING EXPENSES			
110-Wages and salaries	\$542,765	\$160,218	\$382,547
132-Benefits	\$94,871	\$31,479	\$63,392
136-WCB contributions	\$12,939	\$0	\$12,939
150-Isolation cost	\$8,640	\$2,825	\$5,815
211-Travel and subsistence	\$44,600	\$3,630	\$40,970
214-Memberships & conference fees	\$3,020	\$1,303	\$1,717
215-Freight	\$60,100	\$8,911	\$51,189
216-Postage	\$31,500	\$141	\$31,359
217-Telephone	\$18,000	\$4,445	\$13,555
221-Advertising	\$500	\$0	\$500
233-Engineering consulting	\$26,000	\$7,000	\$19,000
235-Professional fee			\$0
239-Training and education	\$8,750	\$460	\$8,290
242-Computer programming	\$7,500	\$1,700	\$5,800
252-Repair & maintenance - buildings	\$15,900	\$1,890	\$14,010
253-Repair & maintenance - equipment	\$73,950	\$5,682	\$68,268
255-Repair & maintenance - vehicles	\$10,800	\$2,892	\$7,908
258-Contract graders	\$77,600	\$1,038	\$76,563
259-Repair & maintenance - structural	\$69,700	\$2,732	\$66,968
262-Rental - building and land	\$1,500	\$600	\$900
263-Rental - vehicle and equipment	\$1,500	\$2,467	(\$967)
266-Communications	\$2,000	\$160	\$1,840
271-Licenses and permits	\$950	\$351	\$599
274-Insurance	\$136,369	\$124,927	\$11,443
511-Goods and supplies	\$302,300	\$51,456	\$250,844
515-Lab Testing	\$45,000	\$11,779	\$33,221
521-Fuel and oil	\$46,000	\$11,640	\$34,360
531-Chemicals and salt	\$143,300	\$26,789	\$116,511
994-Change in Inventory		\$0	\$0
543-Natural gas	\$71,997	\$50,007	\$21,990
544-Electrical power	\$276,800	\$96,952	\$179,848
763/764-Contributed to Reserve	\$1,066,043	\$0	\$1,066,043
831-Interest - long term debt	\$11,719	\$0	\$11,719
832-Principle - Long term debt	\$215,113	\$0	\$215,113
921-Bad Debt			\$0
Non-TCA projects	\$220,080	\$0	\$220,080
TOTAL EXPENSES	\$3,647,806	\$613,470	\$3,034,336
Excluding Requisitions	\$3,647,806	\$613,470	\$3,034,336
995-Amortization of TCA	\$1,405,945	\$0	\$1,405,945

	2022 Budget	2022 Actual Total	\$ Variance (Remaining)
OPERATING REVENUES			
124-Frontage	\$12,400	\$0	\$12,400
420-Sales of goods and services			\$0
421-Sale of water - metered	\$1,137,107	\$366,513	\$770,594
422-Sale of water - bulk	\$8,900	\$2,400	\$6,500
930-Contribution from Operating Reserves		\$0	\$0
TOTAL REVENUE	\$1,158,407	\$368,913	\$789,494
Excluding Requisitions	\$1,158,407	\$368,913	\$789,494
OPERATING EXPENSES			
110-Wages and salaries	\$358,918	\$92,394	\$266,524
132-Benefits	\$65,614	\$20,387	\$45,227
136-WCB contributions	\$8,724	\$0	\$8,724
150-Isolation cost	\$5,760	\$1,883	\$3,877
215-Freight	\$3,250	\$264	\$2,986
232-Legal fee		\$703	(\$703)
233-Engineering consulting	\$6,000	\$0	\$6,000
252-Repair & maintenance - buildings	\$1,750	\$76	\$1,674
253-Repair & maintenance - equipment	\$64,100	\$554	\$63,546
259-Repair & maintenance - structural	\$140,650	\$0	\$140,650
263-Rental - vehicle and equipment	\$2,000		\$2,000
271-Licenses and permits	\$100		\$100
274-Insurance	\$12,461	\$10,604	\$1,857
511-Goods and supplies	\$10,500	\$0	\$10,500
515-Lab Testing	\$5,500	\$30	\$5,470
521-Fuel and oil		\$0	\$0
531-Chemicals and salt	\$36,000	\$14,128	\$21,872
543-Natural gas	\$4,715	\$2,193	\$2,522
544-Electrical power	\$26,522	\$9,495	\$17,027
763/764-Contributed to Reserve	\$375,576	\$0	\$375,576
831-Interest - long term debt	\$7,789	(\$1,118)	\$8,907
832-Principle - Long term debt	\$22,478	\$0	\$22,478
Non-TCA projects		\$0	\$0
TOTAL EXPENSES	\$1,158,407	\$151,595	\$1,006,812
Excluding Requisitions	\$1,158,407	\$151,595	\$1,006,812
995-Amortization of TCA	\$698,464	\$0	\$698,464

Mackenzie County
43-Solid Waste Disposal

	2022	2022 Actual	\$ Variance
	Budget	Total	(Remaining)
OPERATING REVENUES			
420-Sales of goods and services	\$297,000	\$73,366	\$223,634
930-Contribution from Operating Reserves		\$0	\$0
TOTAL REVENUE	\$297,000	\$73,366	\$223,634
Excluding Requisitions	\$297,000	\$73,366	\$223,634
OPERATING EXPENSES			
110-Wages and salaries	\$58,938	\$18,395	\$40,543
132-Benefits	\$10,270	\$4,011	\$6,259
136-WCB contributions	\$1,028	\$0	\$1,028
214-Memberships & conference fees		\$0	\$0
215-Freight			\$0
221-Advertising	\$800		\$800
235-Professional fee		\$0	\$0
243-Waste Management	\$527,000	\$88,237	\$438,763
252-Repair & maintenance - buildings	\$5,400	\$0	\$5,400
253-Repair & maintenance - equipment	\$8,750	\$0	\$8,750
258-Contract graders	\$136,702	\$37,123	\$99,579
259-Repair & maintenance - structural	\$31,600	\$555	\$31,045
271-Licenses and permits		\$0	\$0
274-Insurance	\$5,645	\$390	\$5,255
511-Goods and supplies	\$2,100	\$650	\$1,450
521-Fuel and oil	\$7,000	\$2,965	\$4,035
544-Electrical power	\$13,510	\$6,482	\$7,028
810-Interest and service charges	\$1,360	\$228	\$1,132
TOTAL EXPENSES	\$810,103	\$159,036	\$651,067
Excluding Requisitions	\$810,103	\$159,036	\$651,067
995-Amortization of TCA	\$20,137	\$0	\$20,137

Mackenzie County
51-Family Community Services

	2022	2022 Actual	\$ Variance
	Budget	Total	(Remaining)
OPERATING REVENUES			
597-Other revenue	\$13,662		\$13,662
840-Provincial grants	\$298,682	\$149,342	\$149,340
909-Other Sources -Grants		\$0	\$0
TOTAL REVENUE	\$312,344	\$149,342	\$163,002
Excluding Requisitions	\$312,344	\$149,342	\$163,002
OPERATING EXPENSES			
255-Repair & maintenance - vehicles		\$2,184	(\$2,184)
274-Insurance	\$47	\$354	(\$307)
735-Grants to other organizations	\$836,800	\$514,297	\$322,503
763/764-Contributed to Reserve	\$13,662		\$13,662
TOTAL EXPENSES	\$850,509	\$516,834	\$333,675
Excluding Requisitions	\$850,509	\$516,834	\$333,675

	2022 Budget	2022 Actual Total	\$ Variance (Remaining)
OPERATING REVENUES			
420-Sales of goods and services	\$19,000	\$17,965	\$1,035
520-Licenses and permits	\$50,000	\$30,828	\$19,173
526-Safety code permits	\$300,000	\$40,197	\$259,803
525-Subdivision fees		\$0	\$0
531-Safety code fees	\$8,000	\$1,746	\$6,254
560-Rental and lease revenue		\$0	\$0
597-Other revenue			\$0
830-Federal grants			\$0
840-Provincial grants		\$0	\$0
930-Contribution from Operating Reserves	\$362,385	\$0	\$362,385
TOTAL REVENUE	\$739,385	\$90,735	\$648,650
Excluding Requisitions	\$739,385	\$90,735	\$648,650
OPERATING EXPENSES			
110-Wages and salaries	\$676,471	\$196,984	\$479,487
132-Benefits	\$136,742	\$44,145	\$92,597
136-WCB contributions	\$11,004	\$0	\$11,004
142-Recruiting		\$0	\$0
211-Travel and subsistence	\$5,500	\$620	\$4,880
212-Promotional expense	\$2,000	\$0	\$2,000
214-Memberships & conference fees	\$1,880	\$375	\$1,505
215-Freight	\$3,000	\$214	\$2,786
216-Postage	\$4,000	\$94	\$3,906
217-Telephone	\$1,080	\$171	\$909
221-Advertising	\$3,000	\$0	\$3,000
232-Legal fee		\$2,460	(\$2,460)
233-Engineering consulting		\$0	\$0
235-Professional fee	\$20,000	\$21,547	(\$1,547)
239-Training and education	\$4,400	\$0	\$4,400
242-Computer programming	\$73,875	\$11,819	\$62,056
255-Repair & maintenance - vehicles	\$1,800	\$0	\$1,800
258-Contract graders	\$180,000	\$68,299	\$111,701
263-Rental - vehicle and equipment	\$12,000	\$1,382	\$10,618
271-Licenses and permits	\$8,000		\$8,000
274-Insurance	\$5,060	\$4,207	\$853
511-Goods and supplies	\$12,000	\$3,476	\$8,524
521-Fuel and oil	\$2,500	\$332	\$2,168
Non-TCA projects	\$362,384	\$10,818	\$351,566
TOTAL EXPENSES	\$1,526,696	\$366,943	\$1,159,753
Excluding Requisitions	\$1,526,696	\$366,943	\$1,159,753
995-Amortization of TCA	\$11,998	\$0	\$11,998

	2022 Budget	2022 Actual Total	\$ Variance (Remaining)
OPERATING REVENUES			
420-Sales of goods and services	\$6,200	\$0	\$6,200
560-Rental and lease revenue	\$30,958	\$0	\$30,958
840-Provincial grants	\$133,907	\$0	\$133,907
930-Contribution from Operating Reserves	\$30,000		\$30,000
TOTAL REVENUE	\$201,065	\$0	\$201,065
Excluding Requisitions	\$201,065	\$0	\$201,065
OPERATING EXPENSES			
110-Wages and salaries	\$252,832	\$69,125	\$183,707
132-Benefits	\$45,398	\$15,256	\$30,142
136-WCB contributions	\$4,425	\$0	\$4,425
211-Travel and subsistence	\$9,940	\$229	\$9,711
212-Promotional expense	\$2,000		\$2,000
214-Memberships & conference fees	\$2,870	\$1,060	\$1,810
215-Freight		\$0	\$0
217-Telephone	\$2,760	\$658	\$2,102
221-Advertising	\$500	\$0	\$500
232-Legal fee		\$0	\$0
233-Engineering consulting	\$20,000	\$0	\$20,000
235-Professional fee	\$65,600	\$60,300	\$5,300
239-Training and education	\$1,050	\$0	\$1,050
242-Computer programming	\$9,000		\$9,000
252-Repair & maintenance - buildings	\$500	\$0	\$500
253-Repair & maintenance - equipment	\$6,500	\$0	\$6,500
255-Repair & maintenance - vehicles	\$7,200	\$688	\$6,512
258-Contract graders		\$0	\$0
259-Repair & maintenance - structural	\$276,500	\$18,059	\$258,441
260-Roadside Mowing & Spraying	\$368,733	\$35,750	\$332,983
263-Rental - vehicle and equipment	\$22,136	\$4,615	\$17,521
274-Insurance	\$17,000	\$14,174	\$2,826
511-Goods and supplies	\$10,900	\$55	\$10,845
521-Fuel and oil	\$10,000	\$2,417	\$7,583
531-Chemicals and salt	\$95,000	\$0	\$95,000
994-Change in Inventory		\$0	\$0
735-Grants to other organizations	\$148,500	\$30,000	\$118,500
763/764-Contributed to Reserve		\$0	\$0
Non-TCA projects	\$30,000		\$30,000
TOTAL EXPENSES	\$1,409,344	\$252,386	\$1,156,958
Excluding Requisitions	\$1,409,344	\$252,386	\$1,156,958
995-Amortization of TCA	\$46,113	\$0	\$46,113

	2022	2022 Actual	\$ Variance
	Budget	Total	(Remaining)
OPERATING REVENUES			
424-Sale of land	\$10,000	\$0	\$10,000
522-Municipal reserve revenue	\$150,000	\$7,000	\$143,000
525-Subdivision fees	\$75,000	\$35,305	\$39,695
597-Other revenue		\$0	\$0
TOTAL REVENUE	\$235,000	\$42,305	\$192,695
Excluding Requisitions	\$235,000	\$42,305	\$192,695
OPERATING EXPENSES			
110-Wages and salaries	\$212,675	\$90,965	\$121,710
132-Benefits	\$39,793	\$19,730	\$20,063
136-WCB contributions	\$3,424	\$0	\$3,424
211-Travel and subsistence	\$2,000	\$0	\$2,000
214-Memberships & conference fees	\$1,425	\$125	\$1,300
216-Postage	\$2,000		\$2,000
217-Telephone	\$960	\$171	\$789
233-Engineering consulting	\$30,000	\$3,837	\$26,163
235-Professional fee	\$25,000	\$0	\$25,000
239-Training and education	\$2,000	\$0	\$2,000
263-Rental - vehicle and equipment	\$5,400	\$2,250	\$3,150
511-Goods and supplies	\$4,000	\$0	\$4,000
763/764-Contributed to Reserve	\$150,000		\$150,000
TOTAL EXPENSES	\$478,677	\$117,078	\$361,599
Excluding Requisitions	\$478,677	\$117,078	\$361,599

Mackenzie County
71-Recreation Department

	<u>2022</u> <u>Budget</u>	<u>2022 Actual</u> <u>Total</u>	<u>\$ Variance</u> <u>(Remaining)</u>
OPERATING REVENUES			
930-Contribution from Operating Reserves		\$0	\$0
940-Contribution from Capital Reserves			\$0
TOTAL REVENUE	\$0	\$0	\$0
Excluding Requisitions	\$0	\$0	\$0
OPERATING EXPENSES			
252-Repair & maintenance - buildings		\$0	\$0
274-Insurance	\$54,383	\$52,516	\$1,867
511-Goods and supplies			\$0
544-Electrical power		\$40	(\$40)
735-Grants to other organizations	\$1,060,788	\$496,001	\$564,787
831-Interest - long term debt	\$1,600	(\$553)	\$2,153
832-Principle - Long term debt	\$112,024	\$0	\$112,024
Non-TCA projects		\$0	\$0
TOTAL EXPENSES	\$1,228,795	\$548,004	\$680,791
Excluding Requisitions	\$1,228,795	\$548,004	\$680,791
995-Amortization of TCA	\$486,433	\$0	\$486,433

	2022 Budget	2022 Actual Total	\$ Variance (Remaining)
OPERATING REVENUES			
420-Sales of goods and services	\$91,000	\$0	\$91,000
630-Sale of non-TCA equipment			\$0
930-Contribution from Operating Reserves	\$24,400	\$0	\$24,400
940-Contribution from Capital Reserves		\$0	\$0
TOTAL REVENUE	\$115,400	\$0	\$115,400
Excluding Requisitions	\$115,400	\$0	\$115,400
OPERATING EXPENSES			
110-Wages and salaries	\$144,283	\$35,721	\$108,562
132-Benefits	\$22,650	\$7,738	\$14,912
136-WCB contributions	\$2,524	\$0	\$2,524
150-Isolation cost			\$0
211-Travel and subsistence	\$2,400	\$0	\$2,400
214-Memberships & conference fees	\$1,720		\$1,720
215-Freight	\$1,100		\$1,100
217-Telephone	\$500	\$399	\$101
221-Advertising	\$1,700		\$1,700
233-Engineering consulting	\$20,000		\$20,000
235-Professional fee	\$100		\$100
239-Training and education	\$2,200		\$2,200
252-Repair & maintenance - buildings	\$9,000	\$0	\$9,000
253-Repair & maintenance - equipment	\$8,950	\$0	\$8,950
255-Repair & maintenance - vehicles	\$12,600	\$0	\$12,600
258-Contract graders	\$97,000	\$1,800	\$95,200
259-Repair & maintenance - structural	\$84,000	\$80	\$83,920
263-Rental - vehicle and equipment		\$0	\$0
266-Communications	\$1,000	\$0	\$1,000
271-Licenses and permits	\$1,000	\$0	\$1,000
274-Insurance	\$3,122	\$2,811	\$311
511-Goods and supplies	\$35,300	\$8,048	\$27,252
521-Fuel and oil	\$400	\$0	\$400
534-Gravel (apply; supply and apply)	\$10,000	\$0	\$10,000
994-Change in Inventory		\$0	\$0
543-Natural gas	\$776	\$187	\$589
544-Electrical power	\$1,232	\$528	\$704
Non-TCA projects	\$24,400	\$0	\$24,400
TOTAL EXPENSES	\$487,957	\$57,312	\$430,645
Excluding Requisitions	\$487,957	\$57,312	\$430,645
995-Amortization of TCA	\$113,638	\$0	\$113,638

	<u>2022</u>	<u>2022 Actual</u>	<u>\$ Variance</u>
	<u>Budget</u>	<u>Total</u>	<u>(Remaining)</u>
OPERATING REVENUES			
<hr/>			
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OPERATING EXPENSES			
212-Promotional expense	\$11,000	(\$300)	\$11,300
214-Memberships & conference fees	\$12,500	\$12,500	\$0
221-Advertising	\$5,000	\$4,800	\$200
511-Goods and supplies			\$0
TOTAL EXPENSES	\$28,500	\$17,000	\$11,500
Excluding Requisitions	\$28,500	\$17,000	\$11,500

	2022	2022 Actual	\$ Variance
	Budget	Total	(Remaining)
OPERATING REVENUES			
<hr/>			
<hr/>			
OPERATING EXPENSES			
252-Repair & maintenance - buildings	\$2,500		\$2,500
274-Insurance	\$2,192	\$3,045	(\$853)
735-Grants to other organizations	\$262,059	\$128,925	\$133,134
TOTAL EXPENSES	\$266,751	\$131,969	\$134,782
Excluding Requisitions	\$266,751	\$131,969	\$134,782

ONE TIME Projects 2022 INCLUDING CARRY FORWARDS

Project Description	TOTAL PROJECT BUDGET	2022 BUDGET	TOTAL COSTS	2022 COSTS	2022 REMAINING BUDGET	External Funding				Internal Funding			Notes	
						CCBF Grant	MSI Grant	Other Grant	Other Sources (non-grant)	Municipal levy	Restricted Surplus (previous years)	RS-type		Debenture
(12) - Administration Department														
FV - Asset Management (2021)	125,000	125,000	-	-	125,000			50,000			75,000	GORF		CM 21-09-660
Total department 12	125,000	125,000	-	-	125,000	-	-	50,000	-	-	75,000	-	-	125,000
(23) - Fire Department														
FV - Fire Dept Training Props (2018)	30,000	30,000	-	-	30,000				15,000		15,000	GORF		50/50 FVFD
Total department 23	30,000	30,000	-	-	30,000	-	-	-	15,000	-	15,000	-	-	30,000
(32) - Public Works														
FV - Repair Shop Operations Fence	6,600	6,600	-	-	6,600						6,600	GORF		
Total department 32	6,600	6,600	-	-	6,600	-	-	-	-	-	6,600	-	-	6,600
(33) - Airport														
Airport Master Plan (CF 2016)	75,000	32,707	42,293	-	32,707						32,708	GORF		
Total department 33	75,000	32,707	42,293	-	32,707	-	-	-	-	-	32,708	-	-	32,708
(41) - Water														
LC-La Crete Future Water Supply Concept (2018)	200,000	190,910	9,090	-	190,910						190,910	GORF		
Water Diversion License Review	55,000	29,170	25,830	-	29,170						29,170	GORF		CM 21-12-837 ADDED \$10k from GOR
Total department 41	255,000	220,080	34,920	-	220,080	-	-	-	-	-	220,080	-	-	220,080
(61) - Planning & Development Department														
Municipal Development Plan	305,000	36,384	275,848	7,232	29,152						36,385	GOR		20-08-494
LC - Atlas Landing Dispositions (2022)	25,000	25,000	3,586	3,586	21,414						25,000	GORF		
LC - Storm Water Plan (2022)	151,000	151,000	-	-	151,000						151,000	MR		
La Crete Area Structure Plan (2022)	150,000	150,000	-	-	150,000						150,000	MR		
Total department 61	631,000	362,384	279,434	10,818	351,566	-	-	-	-	-	362,385	-	-	362,385
(63) - Agricultural Services Department														
Irrigation District Feasibility Study	30,000	30,000	-	-	30,000						30,000	GORF		Motion 18-08-589
FV - 2022 Agricultural Fair & Tradeshow (2022)	12,655	12,655	-	-	12,655			12,655						CM 22-04-324
Total department 63	42,655	42,655	-	-	42,655	-	-	-	12,655	-	30,000	-	-	42,655
(72) - Parks														
LC Walking Trail	6,000	6,000	-	-	6,000						6,000	GORF		
La Crete Walking Trail LOC	15,400	15,400	-	-	15,400						15,400	GORF		CM 22-02-107
Wadlin lake Phase 2 Campground Expansion Development Plan	3,000	3,000	-	-	3,000						3,000	GORF		This may require potential expenditures in 2020+
Total department 72	24,400	24,400	-	-	24,400	-	-	-	-	-	24,400	-	-	24,400
TOTAL 2022 ONE TIME Projects	1,189,655	843,826	356,647	10,818	833,008	-	-	50,000	27,655	-	766,173	-	-	843,828
2022 Contingent on Grant Funding														
Bridge Maintenance (7 bridges)	250,000							250,000						
2022 Contingent on Grant Funding- Total	250,000	-	-	-	-	-	-	250,000	-	-	-	-	-	-

Funding Sources for the 2022 Approved Non TCA projects is as follows:

Other Grants/Sources	\$	77,655
Municipal Reserve	\$	301,000
General Operating Reserve	\$	465,173
Total	\$	843,828

TCA Projects 2022 INCLUDING CARRY FORWARDS

Project Description	TOTAL PROJECT BUDGET	2022 BUDGET	TOTAL COSTS	2022 COSTS	2022 REMAINING BUDGET	External Funding				Internal Funding				Notes
						CCBF Grant	MSI Grant	Other Grant	Other Sources (non-grant)	Municipal levy	RS-type	Restricted Surplus (previous years)	Debtenture	
(12) - Administration Department														
LC - 100 Street Plan	65,000	65,000	19,543	19,543	45,457						GCR	65,000		CM 20-04-242
FV - Flood Mitigation (2021)	15,359,219	11,063,372	4,509,179	213,332	10,850,040			10,281,519	171,929		GCR/GOR	609,924		CM 20-06-378, 20-07-455,20-12-761,20-12-762, 21-04-325, 21-11-804, 22-04-266
Council Chambers Windows (2021)	8,700	8,700	-	-	8,700						GCR	8,700		CM 21-10-691
FC - Photocopier (2022)	72,500	72,500	6,100	6,100	66,400				10,000					
Zama Building - Air Conditioning (2022)	107,000	107,000	-	-	107,000						GCR	28,000		CM 22-04-304
Total department 12	15,612,419	11,316,572	4,534,822	238,975	11,077,597	141,500	-	10,281,519	181,929	-	-	711,624	-	11,316,572
(23) - Fire Department														
FV - Training Facility (CF 2017)	20,000	1,733	18,267	-	1,733				383		GCR	1,350		Other Sources - FVFD 50%
LC - Air Compressor - Bottle Filling Station (2022)	87,000	87,000	-	-	87,000	87,000								
Total department 23	107,000	88,733	18,267	-	88,733	87,000	-	-	383	-	-	1,350	-	88,733
(32) - Transportation Department														
Gravel Reserve (CF 2014)	150,000	92,357	59,092	1,449	90,908						RDR	92,357		
LC - 9 Street Lights - 94 Ave 106 St to Pioneer Drive [See Note 1]	75,000	75,000	-	-	75,000		75,000							
OR01 New Road Infrastructure Endeavour to Assist	1,165,986	500,000	671,024	5,037	494,962						GCR/RDR	500,000		
30 m Right of way for road widening - various locations (2021)	200,000	194,209	59,885	54,095	140,115						RDR	194,209		
Rebuild TWP Rd 1044 (1 mile) (2021)	300,000	273,663	26,338	-	273,663			273,663						
LC - Washout & Culvert Upgrades (2021)	500,000	109,372	395,653	5,025	104,347			109,372						
LC - 109 Avenue Widening (2021)	45,000	20,584	29,394	4,978	15,606						GCR	20,584		CM 21-06-486 CM 21-09-658 CM 21-12-896
AWD 160M Graders X3 (2021)	1,714,101	1,714,101	-	-	1,714,101			1,039,101	675,000					
FV - Office truck (2022)	50,000	50,000	50,026	50,026	(26)	48,000			2,000					
LC - Office truck (2022)	50,000	50,000	50,026	50,026	(26)	48,000			2,000					
FV - Zero Turn (2022)	21,500	21,500	-	-	21,500				6,500					
Truck - Director of Utilities (2022)	42,000	42,000	-	-	42,000				42,000					
107 pump x 2 (2022)	180,000	180,000	138,200	138,200	41,800						GCR	180,000		
TWP Rd 1050 (27 baseline) 2 miles (2022)	700,000	700,000	-	-	700,000		700,000							
113 Avenue Reshape & Shoulder Pull (2022)	100,000	100,000	-	-	100,000	100,000								
Zama Pavement Repair (2022)	1,000,000	1,000,000	-	-	1,000,000			1,000,000						
La Crete North Access - Intersection upgrade (2022)	1,000,000	1,000,000	-	-	1,000,000			600,000	400,000					
BF 78209 NW 17 105 14 WSM - Teepee Creek (2022)	550,000	550,000	7,315	7,315	542,685	550,000								
Range Road 154 - In 108-15 (2022)	350,000	350,000	-	-	350,000				350,000					
Rebuild 2 miles Heliport Road (Twp 1102 - Rge Rd 184-190) (2022)	250,000	250,000	-	-	250,000				250,000					
Machesis Lake - Road Rebuild and section Repairs (2022)	100,000	100,000	-	-	100,000			29,846	70,154					
Blue Hills - Road Rebuild and section Repairs (2022)	125,000	125,000	-	-	125,000			125,000						
Rebuild Fox Lake Road (2 miles) - spot repair (2022)	85,000	85,000	-	-	85,000			85,000						
Roller Packer (2022)	40,000	40,000	40,000	40,000	-						V&E	40,000		CM 22-04-273
LC - RR 181 Culvert Replacement (2022)	198,275	198,275	-	-	198,275						RR	198,275		CM 22-04-315
Electrical Vehicle Charging Stations (2022)	179,010	179,010	-	-	179,010			179,010						CM 22-04-316
Total department 32	9,170,872	8,000,070	1,526,953	356,152	7,643,919	1,042,846	4,467,290	179,010	1,085,500	-	-	1,225,425	-	8,000,071
Airports														
FV - Airport - Lighting Upgrade (2016)	260,000	260,000	-	-	260,000						GOR/GCR	260,000		CM 21-05-465, CM 22-03-229, CM 22-04-274
FV - Spray Insulation & Radiant Heat Pole Building (2022)	50,000	50,000	-	-	50,000	50,000								
Total department 33	310,000	310,000	-	-	310,000	50,000	-	-	-	-	-	260,000	-	310,000
(41) - Water Treatment & Distribution Department														
LC - Well Number 4 (CF 2016)	1,348,966	977,697	382,718	11,449	966,248			491,835			GCR	485,863		20-12-763
ZA - Water Treatment Plant Upgrading (CF 2017)	1,153,569	879,324	352,788	78,543	800,781			486,837			RWTR/WTRSWR	392,487		CM 21-09-634
FV - Frozen Water Services Repairs (River Road) (CF 2015)	280,700	20,443	260,257	-	20,443						RWTR	20,443		
LC - Waterline Bluehills (CF 2015)	833,250	690,722	142,528	-	690,722			690,722						
FV - Rural Water Supply North of the Peace River (2018)	420,000	166,251	253,749	-	166,251						GOR	166,252		\$20,000 from 2017 Non TCA Project - HL Rural Comprehensive Water Study, \$400,000
FV - Rural Truck Fill Pump Install (2021)	324,500	273,614	121,965	71,079	202,535			263,614			WTRSWR	10,000		CM 21-05-398, CM 21-12-839
LC-North Waterline Oversizing (2021)	200,000	200,000	200,000	200,000	-						WTRSWR	200,000		CM 21-05-453
LC-North Sanitary Trunk Sewer (2021)	280,000	233,654	107,167	60,821	172,833						GOR	233,654		CM 21-05-461 CM 21-07-517
LC - Motor Starters (2022)	90,000	90,000	-	-	90,000						WTRSWR	90,000		
Water line Relocation (2022)	45,000	45,000	-	-	45,000						WTRSWR	45,000		
Water Point Building Replacements (BHP, Tompkins, Rocky Lane) (2022)	59,000	59,000	-	-	59,000						WTRSWR	59,000		
LC - East Waterline Oversizing SE 10-106-15-W5M (2022)	75,000	75,000	-	-	75,000						WTRSWR	75,000		CM 22-03-182
Total department 41	5,109,985	3,710,705	1,821,172	421,892	3,288,813	-	954,336	978,672	-	-	-	1,777,699	-	3,710,707
(42) - Sewer Disposal Department														
LC - North Storm-Pond A (2021)	1,190,000	775,790	520,609	106,399	669,391						WTRSWR	90,000	685,790	CM 21-03-240, CM 21-04-312, CM 21-07-533, CM 21-10-677
FV - Sewer Upgrades (2022)	1,226,000	1,226,000	-	-	1,226,000			1,226,000						CM 22-04-281
Total department 42	2,416,000	2,001,790	520,609	106,399	1,895,391	-	-	1,226,000	-	-	-	90,000	685,790	2,001,790

TCA Projects 2022 INCLUDING CARRY FORWARDS

Project Description	TOTAL PROJECT BUDGET	2022 BUDGET	TOTAL COSTS	2022 COSTS	2022 REMAINING BUDGET	External Funding				Internal Funding				Notes
						CCBF Grant	MSI Grant	Other Grant	Other Sources (non-grant)	Municipal levy	RS-type	Restricted Surplus (previous years)	Debtenture	
(61) - Planning & Development														
LC Drainage Ditch NE 8-106-15-W5M (2021)	15,000	4,475	10,525	-	4,475						GCR	4,475		CM 21-02-100
GIS Computer (2022)	7,500	7,500	-	-	7,500			7,500						
Plotter (2022)	13,000	13,000	-	-	13,000			13,000						
Total department 61	35,500	24,975	10,525	-	24,975	20,500	-	-	-	-	-	4,475	-	24,975
(63) - Agriculture														
HL - Rural Drainage - Phase II & Phase III (CF 2014/2015)	1,181,000	38,019	1,142,981	-	38,019						SWMR	38,019		
Total department 63	1,181,000	38,019	1,142,981	-	38,019	-	-	-	-	-	-	38,019	-	38,019
(71) - Recreation														
FV - Overhead Door Replacement/Completion of Hockey Netting	16,000	3,100	12,900	-	3,100						RB-FV	3,100		
FV - Outdoor Rink Repairs	14,000	14,000	-	-	14,000						RB-FV	14,000		
FV - Purchase Outhouses for Rodeo Grounds	10,000	10,000	-	-	10,000						RB-FV/GOR/GCR	10,000		
LC - Tennis Court, Basketball Pickle Ball Court (2021)	304,080	141,215	304,080	141,215	0	68,121		73,095						CM 21-05-400, 22-04-261
LC - Northern Lights Recreation Center New Arena (2021)	5,389,274	1,196,059	4,675,449	482,234	713,825			1,196,059						CM 21-06-485, CM 22-02-111, 22-04-260
FV - Community Hall Air Conditioning (2022)	50,000	50,000	-	-	50,000			50,000						
FV - Main lobby epoxy floor (2022)	8,400	8,400	-	-	8,400			8,400						
FV - Roof leak exploration and repair (2022)	15,000	15,000	-	-	15,000			15,000						
LC - Ball Diamond Water Line (2022)	6,000	6,000	-	-	6,000			6,000						
LC - 3 new industrial snowblowers for outdoor rinks (2022)	18,000	18,000	-	-	18,000			18,000						
LC - New beach volleyball court (2022)	10,000	10,000	-	-	10,000			10,000						
LC - Replace concrete pad by shop door (2022)	7,500	7,500	-	-	7,500			7,500						
ZA - Plexiglass Window in Park Shelter (2022)	17,000	17,000	-	-	17,000			17,000						
ZA - Cabin Utilities Development - \$120,000 - County share \$20,000 (2022)	20,000	20,000	-	-	20,000			20,000						\$ took from Alberta Tourism Grant - Direct to Park
LC - Electric Zamboni for Outdoor Rinks (2022)	176,500	176,500	-	-	176,500			50,000				126,500		CM 22-02-109
Total department 71	6,061,754	1,692,774	4,992,429	623,449	1,069,325	151,900	68,121	50,000	1,395,654	-	-	27,100	-	1,692,775
(72) - Parks & Playgrounds Department														
Hutch Lake Campground Improvements (CF 2017)	112,000	2,228	109,772	-	2,228						MR	2,228		
River Search & Rescue Access Plan - Atlas & Tompkins Landing Boat Launch & FV Bridge Campground	92,000	22,671	72,406	3,077	19,594						GOR	22,671		CM 21-01-051
Vanguard Subdivision Playground Equipment	30,000	3,685	26,315	-	3,685						MR	3,685		
Wadlin Lake Dock Piling Improvements - Firewood Compound	13,000	10,045	2,955	-	10,045						GCR	10,045		
Jubilee Park Walkway	10,000	10,000	-	-	10,000						GOR	10,000		
FV - Streetscape (CF 2017)	125,000	86,641	38,359	-	86,641						GOR/GCR	86,641		CM 19-04-274 Moved to 72 in 2020 Budget (25,000 GOR) cm21-07-518
Streetscape - La Crele	50,000	29,291	20,709	-	29,291						GOR/GCR	29,291		
New Hamlet Park (2021)	38,000	8,685	29,315	-	8,685						MR	8,685		
Water Well at Jubilee Park (2021)	17,955	17,955	-	-	17,955	17,955								
FV - Streetscape Second dock project (2021)	25,394	25,394	-	-	25,394						GCR/GOR	25,394		CM21-07-518
Wadlin Lake Campground - Major Improvements (2022)	50,000	50,000	-	-	50,000						RP	50,000		
Hutch Lake Campground - Major Improvements (2022)	50,000	50,000	-	-	50,000						RP	50,000		
Bridge Campground - Major Improvements (2022)	100,000	100,000	-	-	100,000						RP	100,000		
Machesis Lake Campground (2022)	30,000	30,000	-	-	30,000						RP	30,000		
Zama Campground - Major Improvements (2022)	20,000	20,000	-	-	20,000						RP	20,000		
Hamlet Park Development (2022)	75,000	75,000	-	-	75,000						MR	75,000		
Total department 72	838,349	541,594	299,832	3,077	538,517	17,955	-	-	-	-	-	523,640	-	541,595 27,725,237
TOTAL 2022 Capital Projects	40,842,879	27,725,231	14,867,590	1,749,943	25,975,288	1,511,701	5,489,747	12,715,201	2,663,466	-	-	4,659,332	685,790	27,725,237
Contingent on Grant Funding														
ZC - Access Pave (PH V) (CF 2014)	6,000,000	6,000,000	-	-	6,000,000			3,000,000					3,000,000	
ZA - Sewage Forcemain (2018)	1,085,000	1,085,000	-	-	1,085,000			1,085,000						
Carry Forward Contingent on Grant Funding- Total	7,085,000	7,085,000	-	-	7,085,000	-	-	4,085,000	-	-	-	-	3,000,000	-
2022 Contingent on Grant Funding														
FV - New Hockey Boards and Glass with Protective Netting	199,500							99,750			GCR	99,750		Contingent on Grant Funding 50/50
FV - Fitness Centre Expansion	99,000							49,500			GCR	49,500		Contingent on Grant Funding 50/50
FV - Baseball Netting	75,000							37,500			GCR	37,500		Contingent on Grant Funding 50/50
LC - Wheel Chair Lift	50,000							25,000			GCR	25,000		Contingent on Grant Funding 50/50
2022 Contingent on Grant Funding- Total	423,500	-	-	-	-	-	-	211,750	-	-	-	211,750	-	-
Total of Contingent Funding	7,508,500	7,085,000	-	-	7,085,000	-	-	4,085,000	211,750	-	-	211,750	3,000,000	-

Funding Sources for the 2022 Approved Capital projects is as follows:

CCBF & MSI	\$ 7,001,448
Other Grants/Sources	\$ 15,378,667
General Operating Reserve	\$ 1,000,428
General Capital Reserve	\$ 1,539,497
Municipal Reserve	\$ 89,598
Road Reserve	\$ 700,827
Vehicle & Equipment Reserve	\$ 40,000
Rural Water Reserve	\$ 192,930
Waste/Sewer Infrastructure Reserve	\$ 789,000
Surface Water Management Reserve	\$ 38,019
Recreation Board Fort Vermilion	\$ 19,033
Recreation & Parks	\$ 250,000
Debenture	\$ 685,790
TOTAL	27,725,237

Investment Report for Period Ending March 31, 2022

Reconciled Bank Balance on March 31, 2022

Reconciled Bank Balance 31-Mar-22 \$ 17,247,900

Investment Values on March 31, 2022

Short term T-Bill (1044265-26)	\$	251,788.50
Long term investments (EM0-0374-A)	\$	8,862,594.75
Short term notice on amount 31 days	\$	6,161,248.03
Short term notice on amount 60 days	\$	4,005,483.39
Short term notice on amount 90 days	\$	2,039,965.94
Vision Credit Union - 2 year	\$	2,180,252.05
Total Investments	\$	23,501,332.66
Total Bank Balance and Investments	\$	40,749,232.18

These balances include 'market value changes'.

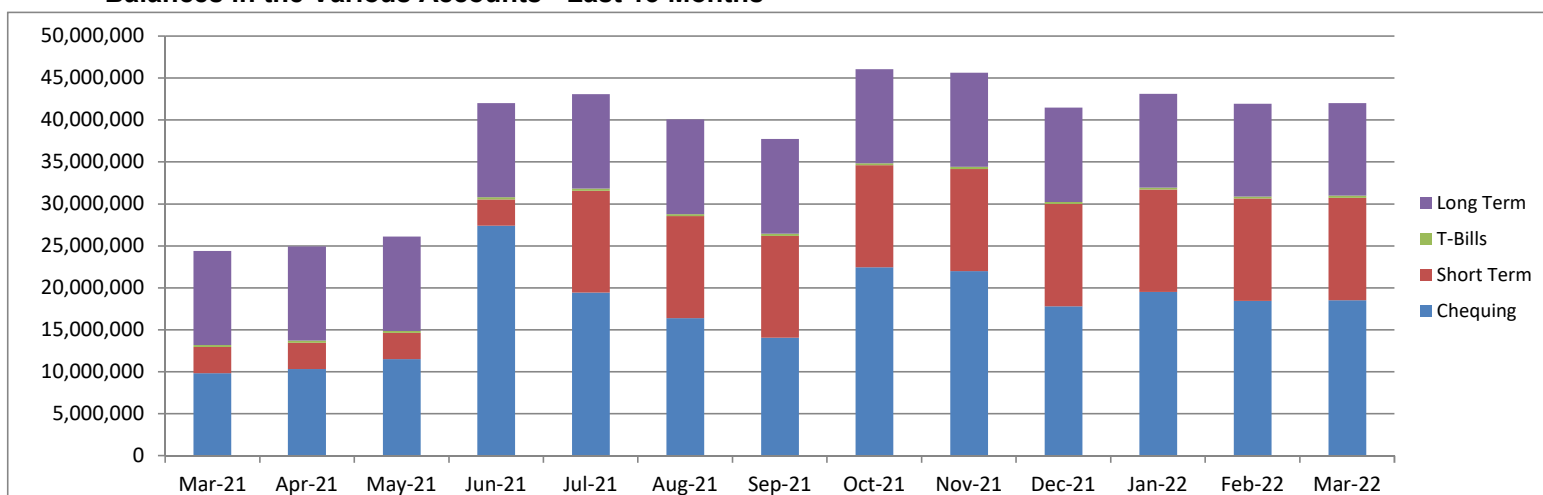
Revenues

	Total YTD	Short Term YTD	Long Term YTD
Interest received from investments	\$ 33,248.37	\$ 10,464.52	\$ 22,783.85
Interest accrued from investments but not received.	\$ 9,079.41	\$ -	\$ 9,079.41
	\$ 42,327.78	\$ 10,464.52	\$ 31,863.26

Interest received, chequing account

	\$ 45,745.54	\$ 45,745.54	
Total interest revenues before investment manager fees	\$ 88,073.32	\$ 56,210.06	\$ 31,863.26
Deduct: investment manager fees for investments	\$ (5,974.13)		\$ (5,974.13)
Total interest revenues after investment manager fees	\$ 82,099.19	\$ 56,210.06	\$ 25,889.13

Balances in the Various Accounts - Last 13 Months





Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 25, 2022
Presented By:	Jennifer Batt, Director of Finance
Title:	Request to Write-off Taxes & Penalties Tax Roll 084425 – Non Profit Organization

BACKGROUND / PROPOSAL:

On May 23, 2018 Council passed the following motion;

MOTION 18-05-378 *That Tax Roll 084425 (Rainbow Lake Campground Association) be waived for 2017 and 2018 taxes and penalties and that administration bring forward options for tax exemption.*
Requires Unanimous

CARRIED UNANIMOUSLY

Administration has since written off the tax arrears and penalties up to and including 2018 as requested in the first part of the motion.

The latter part of the motion requests that administration bring forward options for tax exemptions:

Option #1 – Organizations can complete a Property Tax Exemption Application:

As per the Property Tax Exceptions in Alberta Guide from Municipal Affairs, there is a variety of classes in which properties and organizations may qualify for Property Tax Exemption. The organization is to complete an Application which best describes their organization, and submit them to the Municipality by September 30th of the year preceding the tax year. This application will be forwarded to the County's Assessor, where it is reviewed for qualifications under the MGA for Property Tax Exemption. If the organization qualifies, then their property will be reclassified, and no taxes will apply.

The applications that are executed in 2019, if approved would be for the 2020 tax year. No application was submitted after Council's motion in 2018.

Author: J. Batt **Reviewed by:** _____ **CAO:** B Peters

On May 18th, 2022 administration received a request for Council to waive (write off) tax arrears for this organization as stated below:

Year	Tax	Penalties	Total
2019	\$303.84	\$136.53	\$440.37
2020	\$308.72	\$211.85	\$520.57
2021	\$305.20	\$252.46	\$557.66
2022	\$292.73	N/A	\$292.73
Grande Total			\$1,811.33

As stated in the letter, the applicable application has been completed by the organization for 2023.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

2022 Operating Budget

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

- Simple Majority
 Requires 2/3
 Requires Unanimous

That taxes and penalties for the Rainbow Lake Campground Association, Tax Roll 084425, be written off for 2019, 2020, 2021 and 2022 in the amount of \$1,811.33.

Author: J. Batt Reviewed by: _____ CAO: B Peters

5/18/2022

Dear Mackenzie County,

I am writing to you on behalf of the Rainbow Lake Campground Association.

The AGM was held on May 3rd 2022, and a new board was elected.

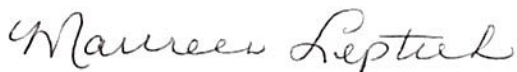
President – Kayla Langdon
Vice President – Jaime Fedoruk
Treasurer – Melissa MacAruther
Secretary – Maureen Leptich
Director - Liaison to Alberta Parks – Ron Stevens
Director – Maintenance – Trevor Leptich
Director – Fundraising / Event planning - Julia Howatt
Member at large – Riley Fedoruk
Member at large – Peter Baker

As we begin to learn our roles we have discovered we are in arrears of taxes from 2019 -2022. Melissa MacArthur contacted Andrew Neigel to see where to start to have this corrected. We have received the proper paper work from Aaron Stebylk to correct this error for 2023 and will get the application completed ASAP.

I appeal to The Mackenzie County today, to grant a motion to waive the taxes in arrears for the Rainbow Lake Campground Association for tax years including 2019 & 2020 (960.94), 2021 (305.20) and 2022 (Awaiting bill). The new association members are very eager to rectify this situation and establish a great working relationship with Mackenzie County going forward.

I look forward to your response.

Sincerely



Maureen Leptich
Secretary – Rainbow Lake Campground Association
780-956-0335
ma.leptich@gmail.com



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 25, 2022
Presented By:	Carrie Simpson, Director Legislative & Support Services
Title:	Expense Claims – Councillors

BACKGROUND / PROPOSAL:

Councillor Honorarium and Expense Claims are reviewed by Council on a monthly basis.

A copy of the following Councillor Honorarium and Expense Claims will be presented at the meeting:

- April – All Councillors

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

2022 Operating Budget

SUSTAINABILITY PLAN:

N/A

Author: C. Simpson **Reviewed by:** _____ **CAO:** _____

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

Honorariums and Expense Reimbursement Bylaw

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the Councillor expense claims for April 2022 be received for information.

Author: C. Sarapuk Reviewed by: _____ CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 25, 2022
Presented By:	Carrie Simpson, Director Legislative & Support Services
Title:	Expense Claims – Members at Large

BACKGROUND / PROPOSAL:

Members at Large expense claims are reviewed by Council on a monthly basis.

A copy of the following Members at Large Expense Claims will be presented at the meeting:

Name	Board/Committee	Month
Tim Driedger	Municipal Planning Commission	March/April
Willie Wieler	Municipal Planning Commission	March/April
Erick Carter	Municipal Planning Commission	April
Jerry Chomiak	Assessment Review Board (training)	April
Andrew O'Rourke	Inter-Municipal Planning Commission	April
Tim Driedger	Municipal Planning Commission	April

Author: C. Sarapuk Reviewed by: _____ CAO: _____

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

2022 Operating Budget.

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

Bylaw 1248-21 - Honorariums and Expense Reimbursement Bylaw

RECOMMENDED ACTION:

Motion 1

Simple Majority Requires 2/3 Requires Unanimous

That the Member at Large Expense Claims for March/April 2022 be received for information.

Author: C. Sarapuk Reviewed by: _____ CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 25, 2022
Presented By:	Byron Peters, Interim Chief Administrative Officer
Title:	Theft of Gravel from County Pits

BACKGROUND / PROPOSAL:

Mackenzie County owns and operates several gravel pits throughout the County. A certain level of mischief and theft regularly occurs with remote assets, with our gravel pits being no exception.

Administration has recently noticed that our stockpiles in Tompkins are visibly decreasing, with rumors circulating that individuals are largely helping themselves and taking as much as they want. It is estimated that one gravel haul likely took about 150 loads of reject material. Others are taking ¾” crush, or whatever they feel they need.

There are steps that administration can take to make access into the gravel pits significantly more difficult in order to prevent future theft of gravel. In the meantime, administration recommends that anyone that has stolen gravel be required to pay for the material that they stole, along with a penalty.

OPTIONS & BENEFITS:

Administration is seeking confirmation from council on how to proceed. The County could press criminal charges, but administration recommends that only be considered as a last resort.

COSTS & SOURCE OF FUNDING:

Gravel has a significant value, and all gravel removed from a stockpile is tracked by administration, with a confirmation every fall by a third party surveyor.

Author: B Peters **Reviewed by:** _____ **CAO:** _____

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

As appropriate, depending on the direction provided.

POLICY REFERENCES:

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

For discussion.

Author: _____ Reviewed by: _____ CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 25, 2022
Presented By:	Caitlin Smith, Director of Planning & Agriculture
Title:	Asphalt Upgrade – 91st Street in the hamlet of La Crete (SE 10-106-15-W5M)

BACKGROUND / PROPOSAL:

Administration has received a request from a developer to upgrade the existing gravel road (91st Street) to asphalt. The newest phase of development will have asphalt but will be accessed via gravel. The developer is concerned about dust control and the mess created by traffic entering the new phase of the subdivision.

Administration believes there are more feasible options for dust control such as oiling the road or calcium.

Other areas without asphalt would be expected to pay a local improvement via their taxes as this would be considered a service improvement. Also, if the County proposes the service upgrade, the County is responsible to cover 70% of the cost while the benefitting landowners would only cover 30%.

Policy DEV001 Urban Development Standards states the following:

Design criteria shall be in accordance with the County’s GMIS.

All new roads constructed within hamlets shall be asphalt surfaced unless otherwise noted in this Section. Paving may be delayed until such time as there are additional paving projects in the area in order to save on cost and increase the project viability. In such cases of pavement delay, the road base may require additional work prior to pavement application.

OPTIONS & BENEFITS:

The County would have upgraded road infrastructure for a parcel of the internal road network but would still be responsible to later upgrade the remaining internal road.

Author: C Smith **Reviewed by:** _____ **CAO:** B Peters

The County can consider covering the cost of applying oil or calcium but this isn't a normal level of service for the subdivision.

Administration feels that this request could be revisited at budget time as it isn't a necessity for the subdivision.

COSTS & SOURCE OF FUNDING:

The developer has provided a quote for strictly a road surface upgrade to an 8m wide 100mm ACP top and 300mm GBC base with no ditching or approach upgrades would have a construction estimate of \$165,000 with \$3500 for geo testing and \$16,500 for engineering for a total of **\$185,000.00**

The quote including ditching and approach upgrades was an additional \$100,000.

SUSTAINABILITY PLAN:

Goal E26 That Mackenzie County is prepared with infrastructure and services for a continually growing population.

Strategy E26.1 Infrastructure is adequate and there are plans in place to manage additional growth.

COMMUNICATION / PUBLIC PARTICIPATION:

None required at this time. Should a local improvement be implemented, notifications will need to be sent to benefitting landowners and later a public hearing.

POLICY REFERENCES:

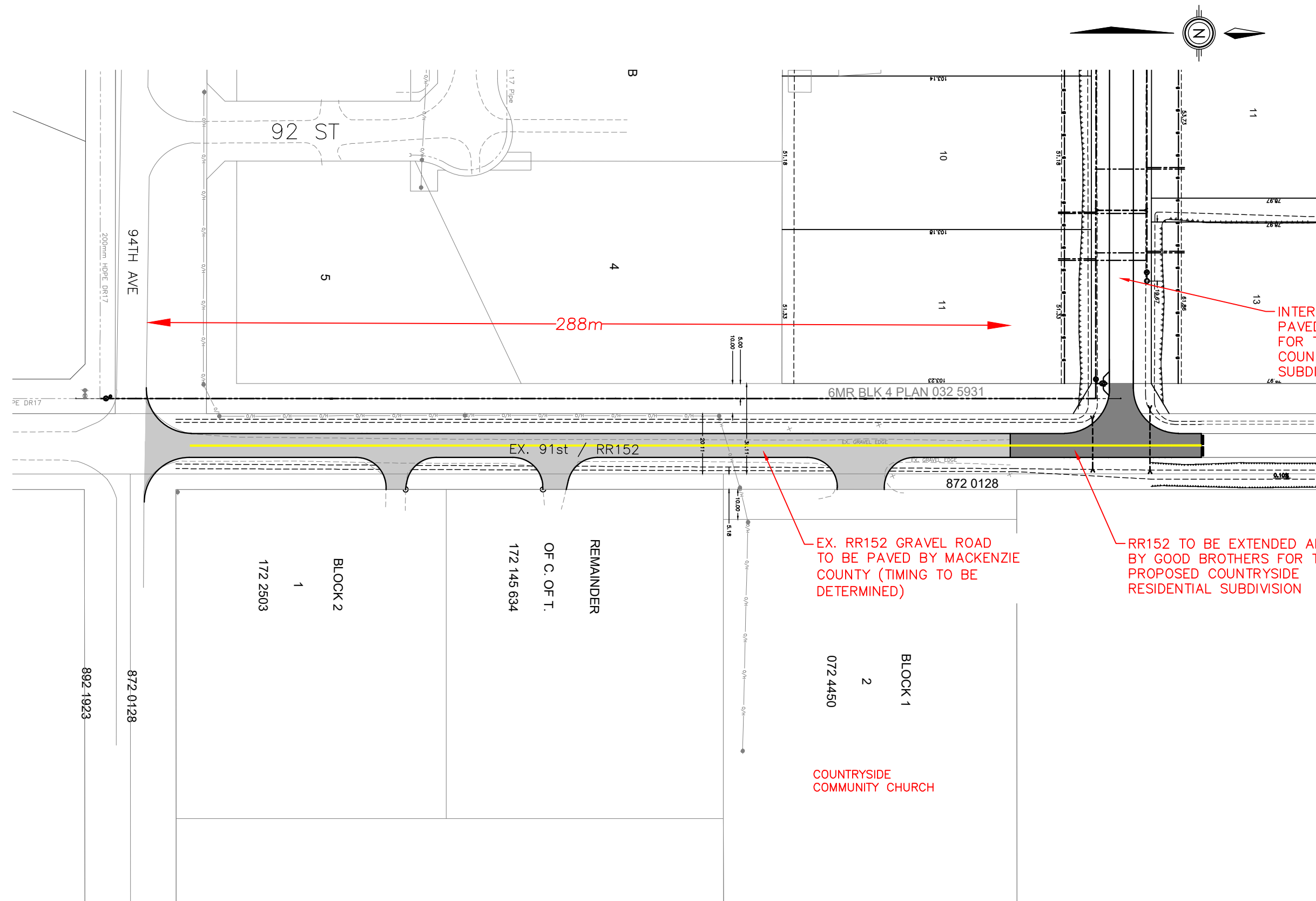
DEV001 Urban Development Standards

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the Asphalt Upgrade request along 91st Street in La Crete be refused at this time.

Author: C Smith Reviewed by: _____ CAO: B Peters



INTERNAL ROADS TO BE PAVED BY GOOD BROTHERS FOR THE PROPOSED COUNTRYSIDE RESIDENTIAL SUBDIVISION

EX. RR152 GRAVEL ROAD TO BE PAVED BY MACKENZIE COUNTY (TIMING TO BE DETERMINED)

RR152 TO BE EXTENDED AND PAVED BY GOOD BROTHERS FOR THE PROPOSED COUNTRYSIDE RESIDENTIAL SUBDIVISION



PLAN SHOWING PROPOSED
SUBDIVISION
 OF PART OF
S.E. 1/4 SEC. 10 TWP. 106 RGE. 15 W. 5 M.
 AND PART OF
LOT 6 MR, BLOCK 4, PLAN 032 5931
 MACKENZIE COUNTY
 ALBERTA



SUBDIVISION AUTHORITY Mackenzie County	OWNERS Select Developments Inc. Mackenzie County
--	---

LEGEND
 Area to be registered shown outlined thus and contains 14.398 ha.
 Lots designated PUL are Public Utility Lots
 Lots designated MR are Municipal Reserve Lots.
 Distances are in meters and decimals thereof
 Distances on curves are arc distances

NOTES
 Proposed Subdivision contains 26 Lots and 1 PUL.
 Boundaries are based on existing Land Title Office records and are subject to change upon legal survey
 Land is currently zoned H-CR District and will remain as such.
 This subdivision is within 1.6km of a Highway #697
 This subdivision is not within 1.5km of a sour gas facility
 The aerial photo is from 2012.

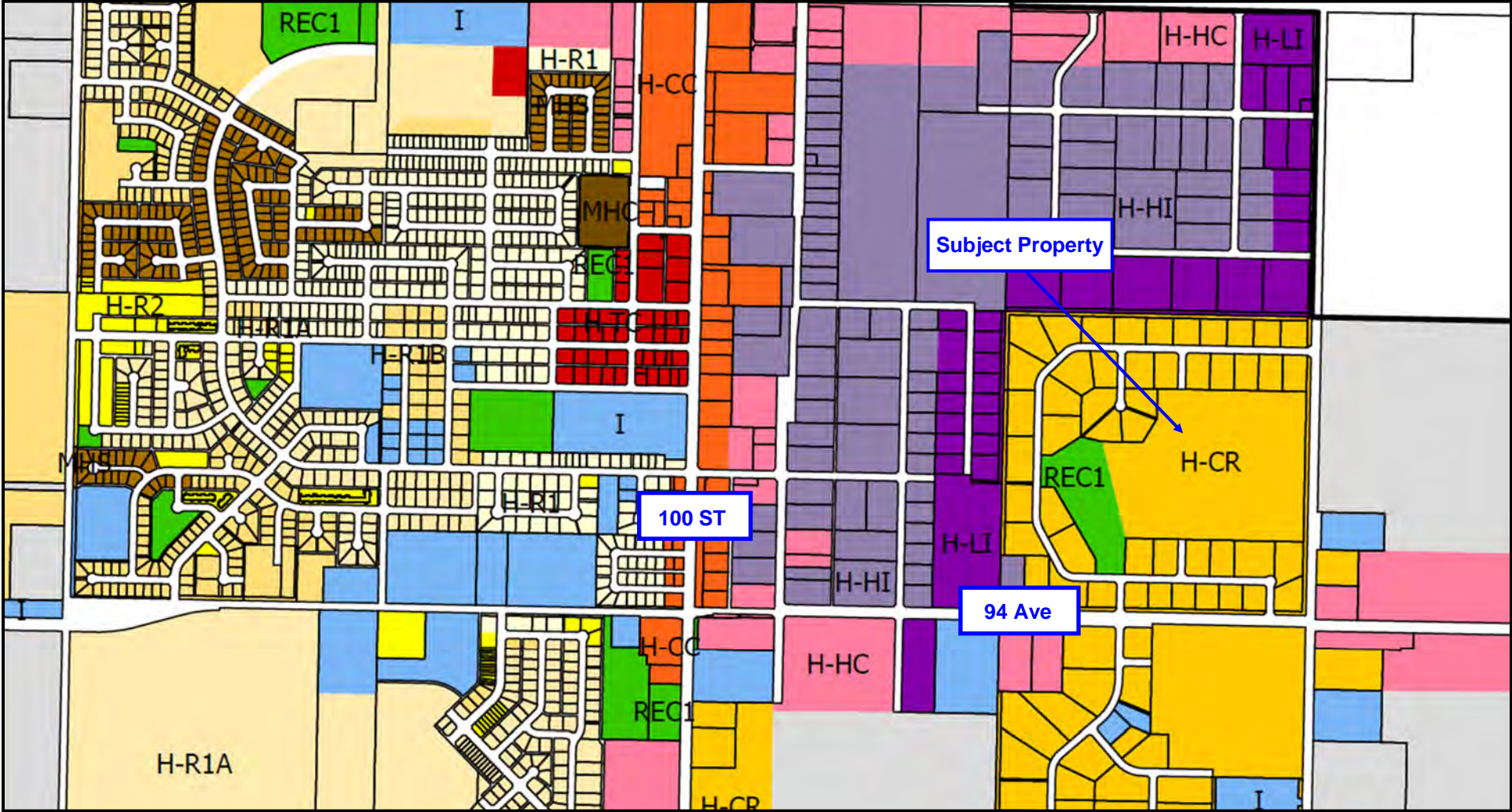
ABBREVIATIONS

E ha.	East hectare	R/W	right of way
M.	meridian	S.	South section
N.	North	Twp.	township
R	Radius	URW	utility right of way
Rge.	range	W.	West

AREA REQUIRED	
S.E. 1/4 SEC. 10 TWP. 106 RGE. 15 W. 5 M.	14.346 ha.
LOT 6 MR, BLOCK 4, PLAN 032 5931	0.052 ha.
TOTAL	14.398 ha.

SCALE: 1:2000	#202, 10514-67th Ave. Grande Prairie, AB T8W 0K3
FILE No.: 5106-121	
DWG.: 5106-121-PSUB-PH1	
DRAWN BY: HLR CHECKED BY: VL	P: 780.532.5731 F: 780.532.5824

SUBDIVISION APPLICATION: LOCATION MAP



File 06-SUB-22

NOT TO SCALE

Disclaimer

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Mackenzie County



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 25, 2022
Presented By:	Caitlin Smith, Director of Planning & Agriculture
Title:	Bylaw 1259-22 Partial Plan Cancellation and Consolidation of Plan 1160NY, Block 3, Lots 1 & 2

BACKGROUND / PROPOSAL:

Mackenzie County has received a request to consolidate Plan 1160NY, Block 3, Lots 1 & 2 in the Hamlet of La Crete, to accommodate the existing store, a proposed addition and the parking lot. Currently the store is on Lot 2 and parking is on Lot 1. There is adequate access via 100 Street and 101 Avenue.

The lots are zoned La Crete Town Centre “LC-TC”, which is appropriate for the proposed use however, one lot is not large enough to accommodate for the building and parking. The requirement given by the Municipal Planning Commission as a condition of approval was to consolidate the two (2) properties into one (1).

OPTIONS & BENEFITS:

Options are to pass, defeat, or table first reading of the bylaw.

COSTS & SOURCE OF FUNDING:

Current costs will consist of advertising the public hearing and adjacent landowner letters and will be borne by the applicant.

SUSTAINABILITY PLAN:

Goal E26 That Mackenzie County is prepared with infrastructure and services for continually growing population.

Author: L Washkevich **Reviewed by:** C Smith **CAO:** B Peters

COMMUNICATION/PUBLIC PARTICIPATION:

The bylaw amendment will be advertised as per MGA requirements, this includes all adjacent landowners.

POLICY REFERENCES:

Not applicable at this time.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That first reading be given to Bylaw 1259-22 being a Partial Plan Cancellation and Consolidation Bylaw for Plan 1160NY, Block 3, Lots 1 & 2, subject to public hearing input.

Author: L Washkevich **Reviewed by:** C Smith **CAO:** B Peters

BYLAW NO. 1259-22
BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

FOR THE PURPOSE OF A PLAN CANCELLATION AND CONSOLIDATION
IN ACCORDANCE
WITH SECTION 658 OF THE MUNICIPAL GOVERNMENT ACT,
CHAPTER M-26, REVISED STATUTES OF ALBERTA 2000

WHEREAS, notice of intention of the Council to pass a bylaw will be published in a locally circulated newspaper in accordance with the Municipal Government Act, and

WHEREAS, Council of Mackenzie County has determined that a portion of a subdivision, as outlined in Schedule "A" hereto attached, be subject to cancellation, and

WHEREAS, LRT Investments Ltd., being the registered owner of Plan 1160NY, Block 3, Lots 1 and 2, have requested that the lands be consolidated; and

NOW THEREFORE, THE COUNCIL OF MACKENZIE COUNTY, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, HEREBY ENACTS AS FOLLOWS:

1. That Subdivision Plan 1160NY, Block 3, Lots 1 and 2 as outlined in Schedule "A" hereto attached, are hereby cancelled in full and shall be consolidated as Lot 11.

READ a first time this _____ day of _____, 2022.

PUBLIC HEARING held this _____ day of _____, 2022.

READ a second time this _____ day of _____, 2022.

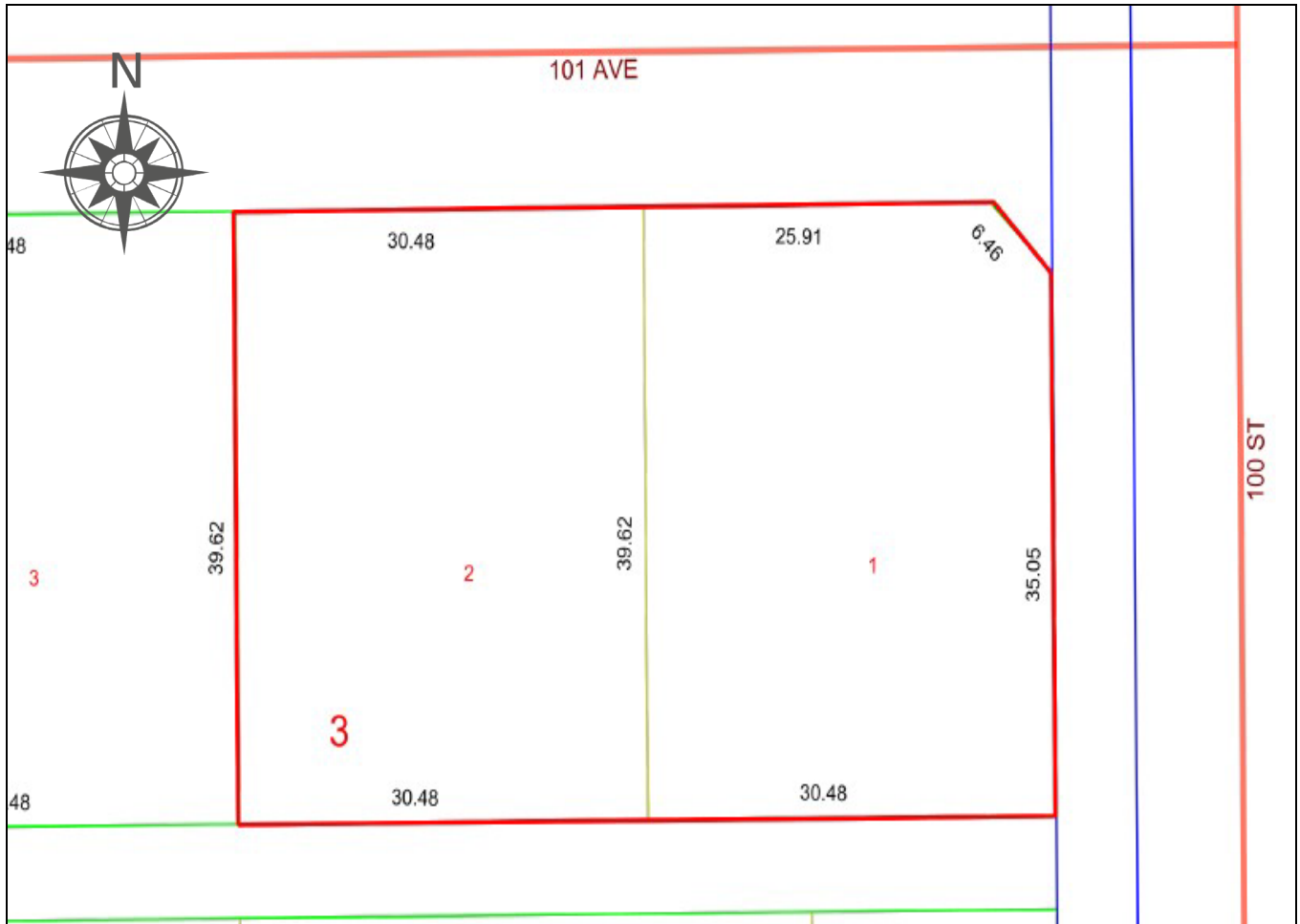
READ a third time and finally passed this _____ day of _____, 2022.

Josh Knelsen
Reeve

Byron Peters
Interim Chief Administrative Officer

BYLAW No. 1259-22

SCHEDULE "A"



**Mackenzie County
SUBDIVISION APPLICATION
Single Stage**

Office Use Only:

Receipt No: 281303 Application Received Date: May 12, 2022 File No: Bylaw 12XX-22
 Consultation Completed: Date: May 12/22 Administration: Lynda Washkevich

Name of Applicant/Agent		
Mailing Address		
City/Town		
Postal Code	Phone	Cell
Email Address		

Name of Registered Owner (if different from applicant) <u>Philip Krahn</u>		
Mailing Address <u>Box 2020</u>		
City/Town <u>La Crete</u>		
Postal Code <u>T0H 2H0</u>	Phone <u>928-2752</u>	Cell <u>926-6954</u>
Email Address <u>pkrahn@lrc.ca</u>		

Legal Land Description(s):

Certificate of Title (CoT): _____
(if required)

All or Part of:

QTR./LS.	SEC.	TWP.	RANGE	M.	or/ and	PLAN	BLK	LOT
						<u>1160 NY</u>	<u>3</u>	<u>1, 2</u>

Current Parcel Size: _____ Proposed Lots: 2 Size(s): Lot 1: _____ Lot 2: _____

Does the current parcel contain a yard site? no yes Civic Address: 10001-101 Ave & 10005-101 Ave

Type of Application:

- Rural Single Lot Rural Double Lot Boundary adjustment Lot Consolidation
 Urban Single Lot Yard Site Separation Other: _____

Location of Land to be Subdivided:

- Is the land located within or adjacent to a hamlet boundary? no yes, _____
 Is the land located adjacent to a municipal boundary? no yes, _____
 Is the land located within 1.6 km (1 mile) of a provincial Highway? no yes, _____
 Is the land located within 1.6 km (1 mile) of a sour gas facility? no yes, _____
 Is the land bounded by or does it contain a water body? no yes, Please describe: _____

Mackenzie County
Box 640, 4511-46 Avenue
Fort Vermilion, AB T0H 1N0



Phone: (780) 927-3718
Fax: (780) 927-4266
Email: subdivisions@mackenziecounty.com
www.mackenziecounty.com

Physical Characteristics of Land to be Subdivided:

Topography of land (flat, rolling, low, mixed): _____

Vegetation on land (brush, tree stands, cleared): _____

Soil type (sandy, loam, clay, etc.): _____

Existing and Proposed Use of the Land:

Existing use of the land (residential, commercial, agricultural): _____

Proposed use of the land (residential, commercial, agricultural): _____

Land use district within the Land Use Bylaw: _____

Does the lot size meet the requirements within the Land Use Zoning? no yes

Will the parcel require rezoning due to the size or proposed use? no yes

If yes, what is the proposed zoning district? _____

Describe any existing buildings or services: _____

Describe any buildings or services to be demolished or relocated: _____

Services:

Water

Type of Service	Existing	Proposed
Dugout		
Well		
Cistern & Hauling		
Municipal Service	✓	
Other (Specify below)		

Sewer

Type of Service	Existing	Proposed
Open Discharge		
Sub-Surface (Field)		
Above Ground Septic Tank		
Sewage Lagoon		
Outdoor Privy		
Municipal Service	✓	
Other (Specify below)		

Additional Requirements:

Is the application for a quarter section or river lot that has been previously subdivided? no yes

If yes, is the proposed parcel greater than 10.00 acres (4.04 hectares) in size? no yes

If yes, why? Please describe: _____

Has a tentative plan, prepared by a qualified surveyor been submitted? no yes

Is the applicant aware of any off-site levy/municipal reserve fees? no yes, initial: _____

Authorization by Registered Owner and Applicant:

Signing of this application, by the registered property owner and applicant or agent (e.g. Surveyor or executor), authorizes Mackenzie County to circulate the application to affected parties as necessary to comply with the requirements of the Municipal Government Act (MGA). Affected parties include, but are not limited to, adjacent landowners, utility companies, government agencies, and surveyors.

Signing of this application also grants permission to Mackenzie County personnel to conduct site inspections of the property. Site inspections include, but are not limited to, land elevation and access review, including taking photos of the property.

I/We, Philip Krahn herby certify that

I/We are the registered landowner(s), **OR**

I/We are the agent authorized on behalf of the registered landowner,

And verify that the information contained within this application is full and true to the best of my/our knowledge and it is a true statement of the facts pertaining to the application for subdivision.

_____ Applicant Name	_____ Applicant Signature	_____ Date
<u>Philip Krahn</u> Registered Owner Name	<u>[Signature]</u> Registered Owner Signature	<u>May 12 2022</u> Date
_____ Registered Owner Name	_____ Registered Owner Signature	_____ Date

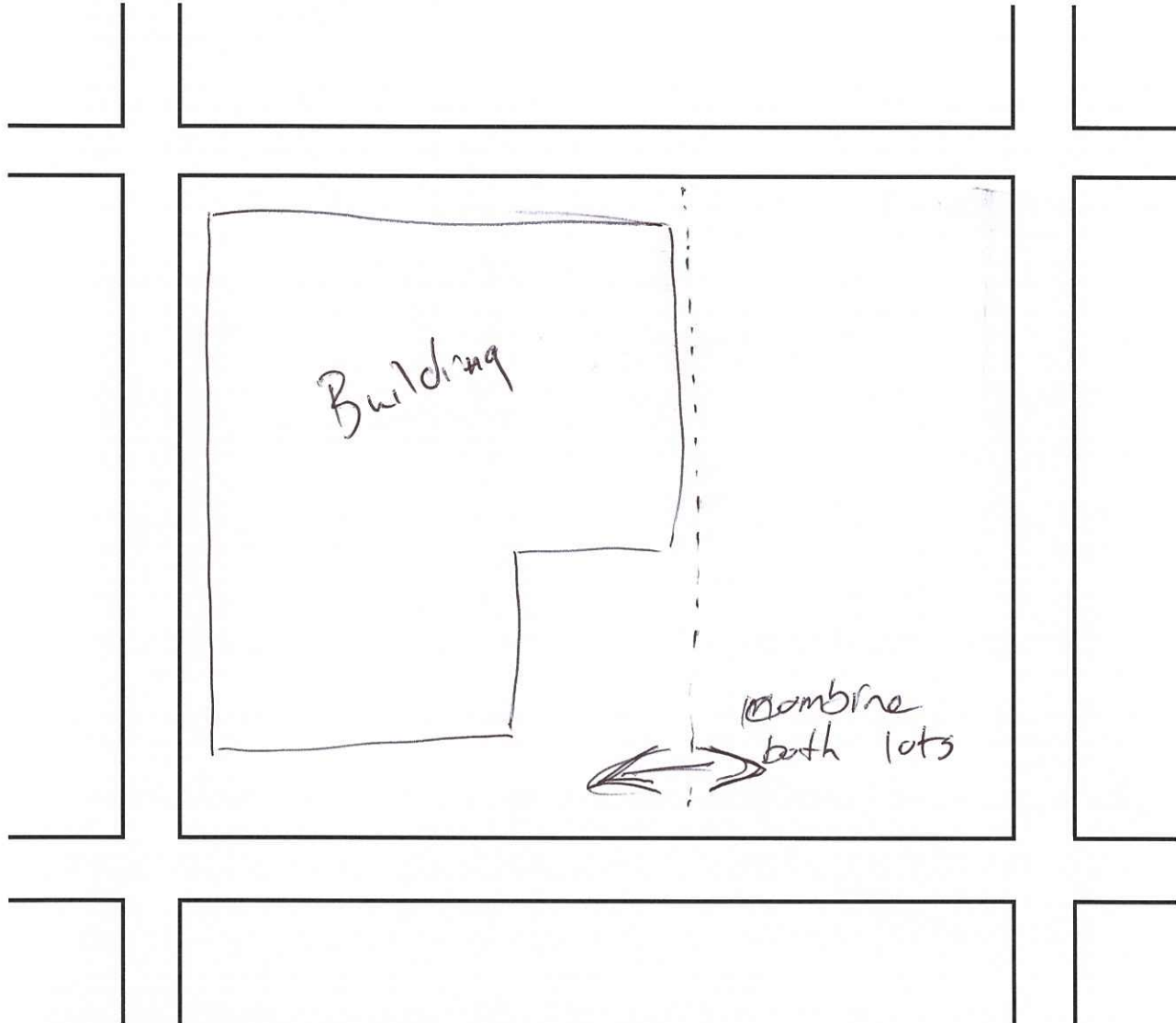
NOTE: Registered Owner(s) must sign even if an applicant/agent is acting on their behalf

The personal information on this form is collected in accordance with Section 33 of the Freedom of Information and Protection of Privacy (FOIP) Act for the purpose of managing and administration of the subdivision application process. If you have any questions regarding the collection, use or disclosure of this information, please contact the FOIP Coordinator or (780) 927-3718.



Subdivision Application Site Plan:
(to be prepared by a qualified surveyor when required by administration)

Date of Site Plan: _____



Site Plan Checklist

- _____ Location of Proposed Subdivision and Distance from property/quarter lines
- _____ Length and Width of Proposed Subdivision
- _____ Location of Access/Driveway and Distance from Intersections
- _____ Ravines, Creeks, Lakes, Sloughs, or Other Water Bodies
- _____ Shelterbelts and/or Treed Areas
- _____ Location and Names of Roads and/or Road Allowances

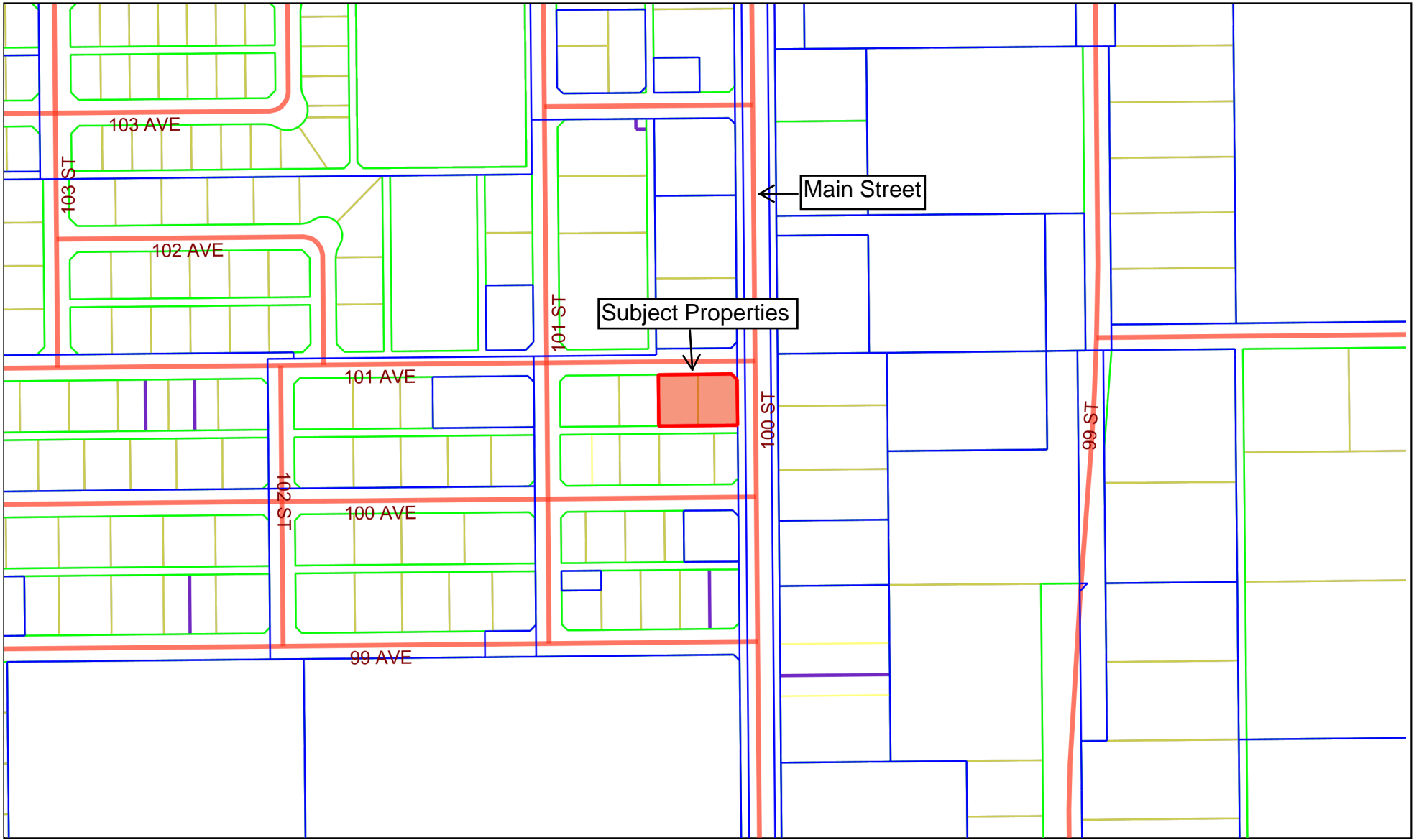


Scale 1: 428

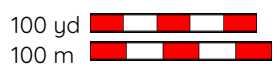


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 Scale 1: 4,277



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Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 25, 2022
Presented By:	Caitlin Smith, Director of Planning & Agriculture
Title:	Bylaw 1260-22 Partial Plan Cancellation and Consolidation of Plan 012 4176, Block 01, Lots 5 & 6

BACKGROUND / PROPOSAL:

Mackenzie County has received a request to consolidate Plan 012 4176, Block 1, Lots 5 & 6 in the hamlet of La Crete. Currently both lots are used for one (1) residential yard site. The applicant is requesting to combine both lots to become one (1) large property to accommodate both his house and his yard.

The lots are currently zoned Hamlet Residential 1A (H-R1A) which is appropriate for the proposed use. There is currently adequate access via 89 Avenue.

This application was presented at the May 12th Municipal Planning Commission Meeting for recommendation. The motion is as follows:

MPC 22-05-074 *MOVED* by David Driedger

That a recommendation be made to Council that the first reading be given to Bylaw 12xx-22 being a Partial Plan Cancellation and Consolidation Bylaw for Plan 012 4176, Block 01, Lots 5 & 6, subject to public hearing input.

CARRIED

OPTIONS & BENEFITS:

Options are to pass, defeat, or table first reading of the bylaw.

Author: M Dyck **Reviewed by:** C Smith **CAO:** B Peters

BYLAW NO. 1260-22
BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

FOR THE PURPOSE OF A PARTIAL PLAN CANCELLATION AND
CONSOLIDATION
IN ACCORDANCE
WITH SECTION 658 OF THE MUNICIPAL GOVERNMENT ACT,
CHAPTER M-26, REVISED STATUTES OF ALBERTA 2000

WHEREAS, notice of intention of the Council to pass a bylaw will be published in a locally circulated newspaper in accordance with the Municipal Government Act, and

WHEREAS, Council of Mackenzie County has determined that a portion of a subdivision, as outlined in Schedule "A" hereto attached, be subject to cancellation, and

WHEREAS, Cornelius & Margaret Neudorf, being the registered owner of Plan 012 4176, Block 01, Lots 5 and 6, have requested that the lands be consolidated; and

NOW THEREFORE, THE COUNCIL OF MACKENZIE COUNTY, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, HEREBY ENACTS AS FOLLOWS:

1. That Subdivision Plan 012 4176, Block 01, Lots 5 and 6 as outlined in Schedule "A" hereto attached, are hereby cancelled in full and shall be consolidated as Lot 23.

READ a first time this _____ day of _____, 2022.

PUBLIC HEARING held this _____ day of _____, 2022.

READ a second time this _____ day of _____, 2022.

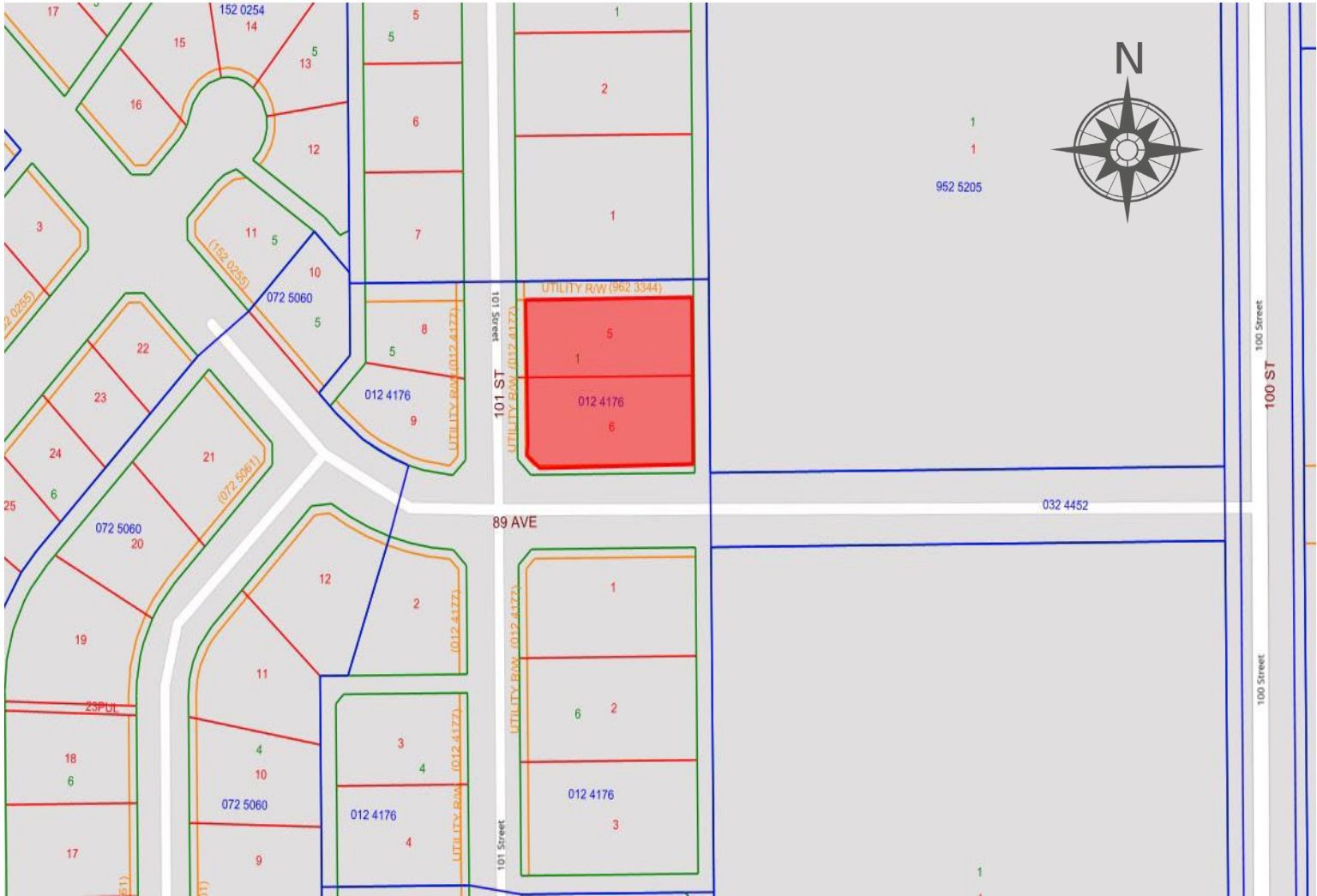
READ a third time and finally passed this _____ day of _____, 2022.

Josh Knelsen
Reeve

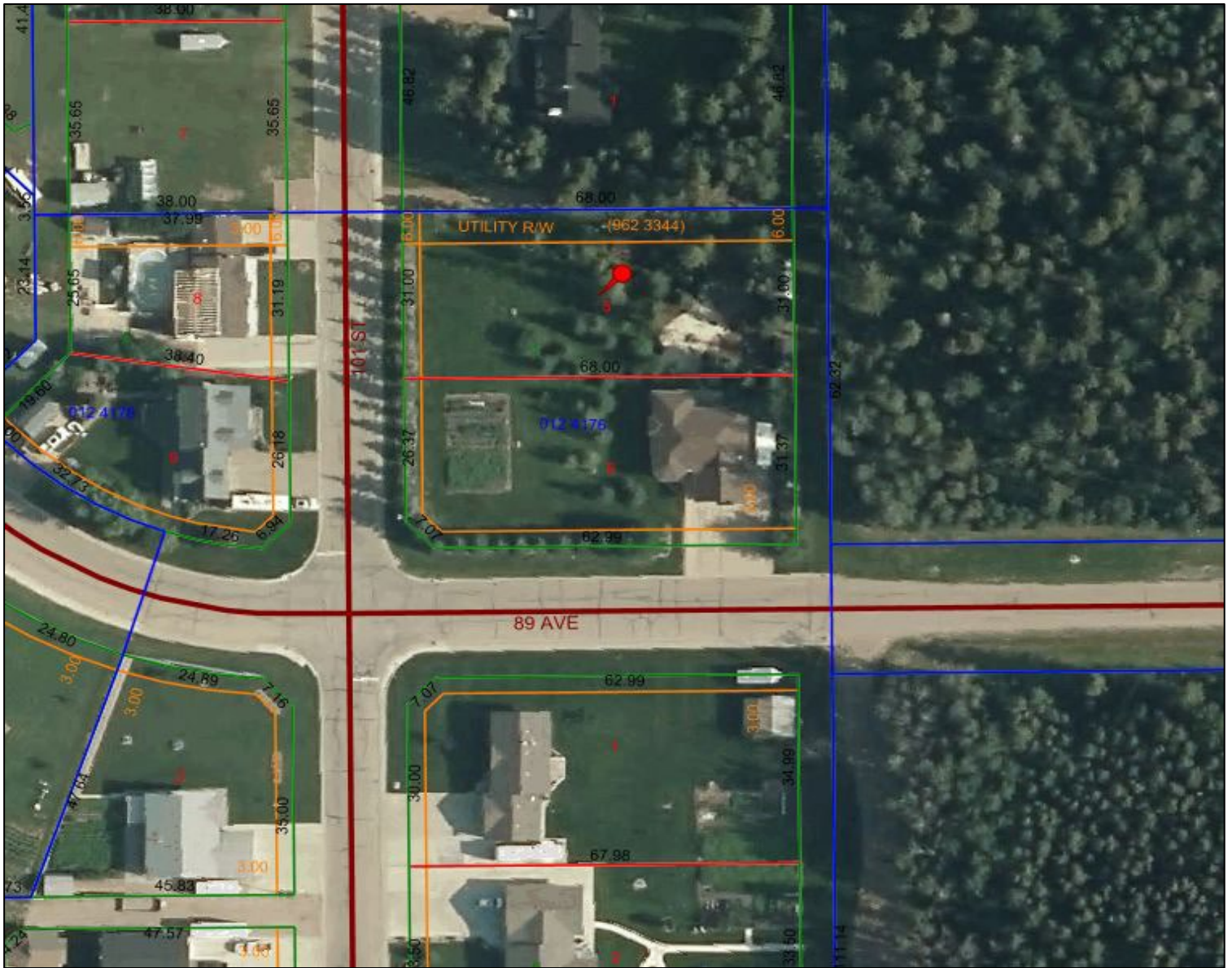
Byron Peters
Interim Chief Administrative Officer

BYLAW No. 12xx-22

SCHEDULE "A"



CONSOLIDATION APPLICATION



File No. Bylaw 12xx-22

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Mackenzie County





Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 25, 2022
Presented By:	Caitlin Smith, Director of Planning & Agriculture
Title:	Bylaw 12XX-22 Off-Site Levy Bylaw – Fort Vermilion Industrial Sanitary Sewer Main and Waterline - DRAFT

BACKGROUND / PROPOSAL:

Administration has been asked to review and create an offsite levy bylaw in the industrial area with the hamlet of Fort Vermilion that will be used to service future development. At this time, there is no servicing for the vacant properties but in order to prepare and entice development in the hamlet, servicing should be made available.

The municipal waterline (200mm) will need to be extended from 4202-46th Street (Ambulance lot) and the gravity sanitary sewer (200mm) will need to be extended into the benefitting area from the property line to adjacent property lines.

In order to proceed with this project, a scope of work will need to be determined including an engineering report, RFP to be drafted and advertised, and a budget to be set with a funding source. The last infrastructure upgrade was paid for via borrowing bylaw.

OPTIONS & BENEFITS:

Mackenzie County will be incentivizing development in Fort Vermilion which is beneficial to the municipality as a whole by adding to the local economy and to the tax base. Though this is a great way to entice developers, it is still an upfront expense and a potentially long-term debt against the County until all costs have been recouped.

The County may expect to see developers request that an offsite levy bylaw be implemented in other areas prior to development and Council would be expected to front the costs at that time.

Administration has attached a draft offsite levy bylaw to give an idea of benefitting area and associated developer fees.

Author: C Smith **Reviewed by:** _____ **CAO:** B Peters

COSTS & SOURCE OF FUNDING:

Administration has received a quote for the works to be done. The estimated cost breakdown is as the following:

- Contract for all works - \$686,075
 - Engineering - \$102,900
 - Contingency - \$78,900
- Total Estimated Cost - **\$867, 875**

Council would need to consider how best to pay for the project whether paid by reserve or borrowing bylaw.

Based on the estimated project cost divided by the amount of developable hectares (ha) in the benefitting lands; the estimated cost per ha is **\$43,524.32.**

SUSTAINABILITY PLAN:

Goal C1

The capacity of infrastructure in County hamlets keeps pace with their growth and is planned in such a way that ensures their sustainability

Goal E 26.1

Infrastructure is adequate and there are plans in place to manage additional growth

COMMUNICATION / PUBLIC PARTICIPATION:

The Bylaw will be advertised in local paper as well as via social media in accordance with MGA requirements. Affected landowners will be notified by standard mail.

POLICY REFERENCES:

MGA Section 648/649 Offsite-levy, Section 606 "Advertising"
Mackenzie County General Municipal Improvement Standards

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

For discussion.

Author: C Smith Reviewed by: _____ CAO: B Peters

BYLAW NO. 12XX-22
BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

**TO PROVIDE FOR OFF-SITE LEVIES FOR THE PURPOSE OF SANITARY SEWER
MAIN AND WATER MAIN FACILITIES IN THE HAMLET OF FORT VERMILION**

WHEREAS, pursuant to section 648 of the *Municipal Government Act*, RSA 2000, Chapter M-26, as amended, a municipality has the authority to pass an Off-Site Levy Bylaw; and

WHEREAS, the Council of Mackenzie County, in the province of Alberta, has deemed it necessary to establish an Off-Site Levy Bylaw to pay for the capital costs of new sanitary sewer main and water main facilities to service future industrial development in the Hamlet of Fort Vermilion; and

WHEREAS, the Council of Mackenzie County deems it necessary to require agreements to be entered into with owners of the lands within the boundaries of the Benefitting Areas that are to be subdivided or developed in respect of the payment of the Off-Site Levy; and

NOW THEREFORE, the Council of Mackenzie County, in the province of Alberta, duly assembled, hereby enacts as follows:

1. **CITATION**

1.1 This bylaw may be cited as the Fort Vermilion Sanitary Sewer and Water Off-Site Levy Bylaw and referred to herein as “this Bylaw”.

2. **DEFINITIONS**

2.1 For the purposes of this Bylaw the following definitions shall apply:

- a) Act – means the *Municipal Government Act*, RSA 2000, Chapter M-26, and amendments thereto;
- b) Administration – means Mackenzie County Administrative Staff;
- c) Benefitting Lands – means those areas located within Mackenzie County which will benefit from the Off-Site Infrastructure or Improvements subject of this Bylaw;

- d) Council – means the Municipal Council of Mackenzie County in the Province of Alberta, as duly elected and defined in the Municipal Government Act, RSA 2000, Chapter M-26 and amendments thereto;
- e) County – means the municipal district of Mackenzie County in the Province of Alberta;
- f) Developer – means a person or entity who submits a Subdivision or Development Permit Application, pursuant to this Bylaw;
- g) Off-Site Infrastructure *or* Off-Site Improvements – means the projects specified in this Bylaw for the purposes of sanitary sewer main and water main in the Hamlet of Fort Vermilion.

3. **APPLICATION**

3.1 The total recoverable cost of the Off-Site Infrastructure, subject of this Bylaw is **\$867,875**;

3.2 The Off-Site Levy fee is applicable to any Benefiting Lands as shown in Schedule “A” (19.94 hectares (49.27 acres));

3.3 The Off-Site Levy fee is charged as follows;

3.3.1 **\$43,524.32 per ha**

3.4 Where it is determined that a development agreement is appropriate for an application for development or subdivision, the developer shall enter into a development agreement with the County and such development agreement shall ensure:

- a. that provision is made for the payment of the Off-Site Levies as specified in this Bylaw with reasonable interest on the cost of improvements paid for in whole or in part by the municipality as established under the conditions of approval of the development permit for subdivision approval; or
- b. that provision may be made for the deferring of payment of the Off-Site Levies to a future time certain or uncertain.

3.5 In the event that any of the Off-Site Levies imposed by this Bylaw or any other County Bylaw are not paid at the time specified in the development agreement, the County’s Chief Administrative Officer is hereby authorized to impose the unpaid sums of money on the lands that are subject of the development agreement, and thereafter collect the same as unpaid taxes in accordance with the provisions of the Act.

4. **SEVERABILITY**

4.1 If at any time any provision of this Bylaw is declared or held to be illegal, invalid, or ultra vires, in whole or in part, then that provision shall not apply and the remainder of this Bylaw shall continue in full force and effect and shall be continued as if it had been enacted without the illegal, invalid, or ultra vires provision.

5. **REPORTING**

5.1 Administration will review the status of Off-Site Levies and provide a report to Council on an annual basis.

6. **ENACTMENT**

6.1 Schedule "A" forms part of this bylaw.

6.2 This Bylaw shall come into force and effect upon the date of passing of the third and final reading.

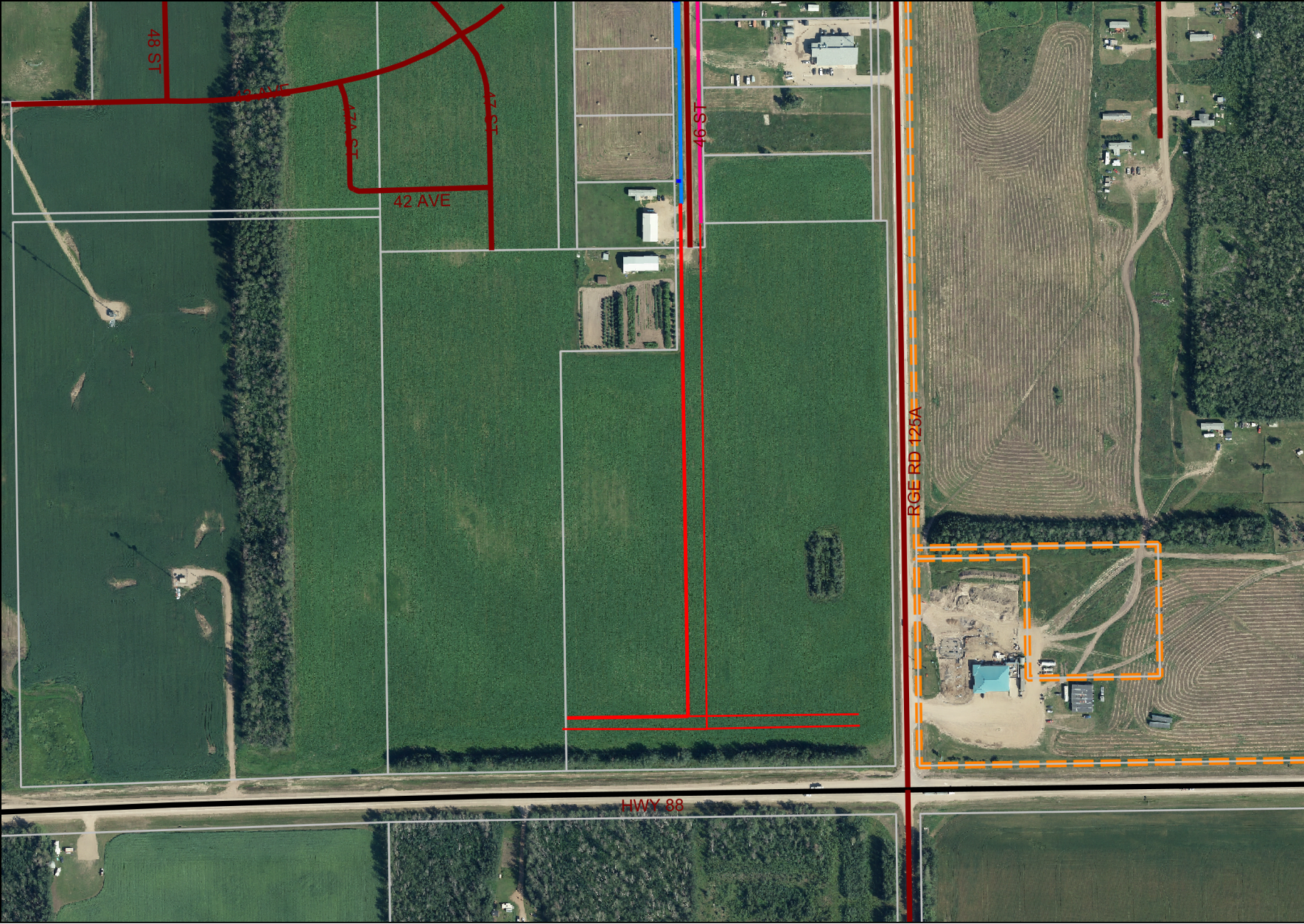
READ a first time this __ day of _____, 2022.

READ a second time this __ day of _____, 2022.

READ a third time and finally passed this __ day of _____, 2022.

Joshua Knelsen
Reeve

Byron Peters
Interim Chief Administrative Officer

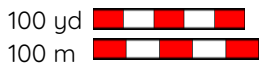


Legend

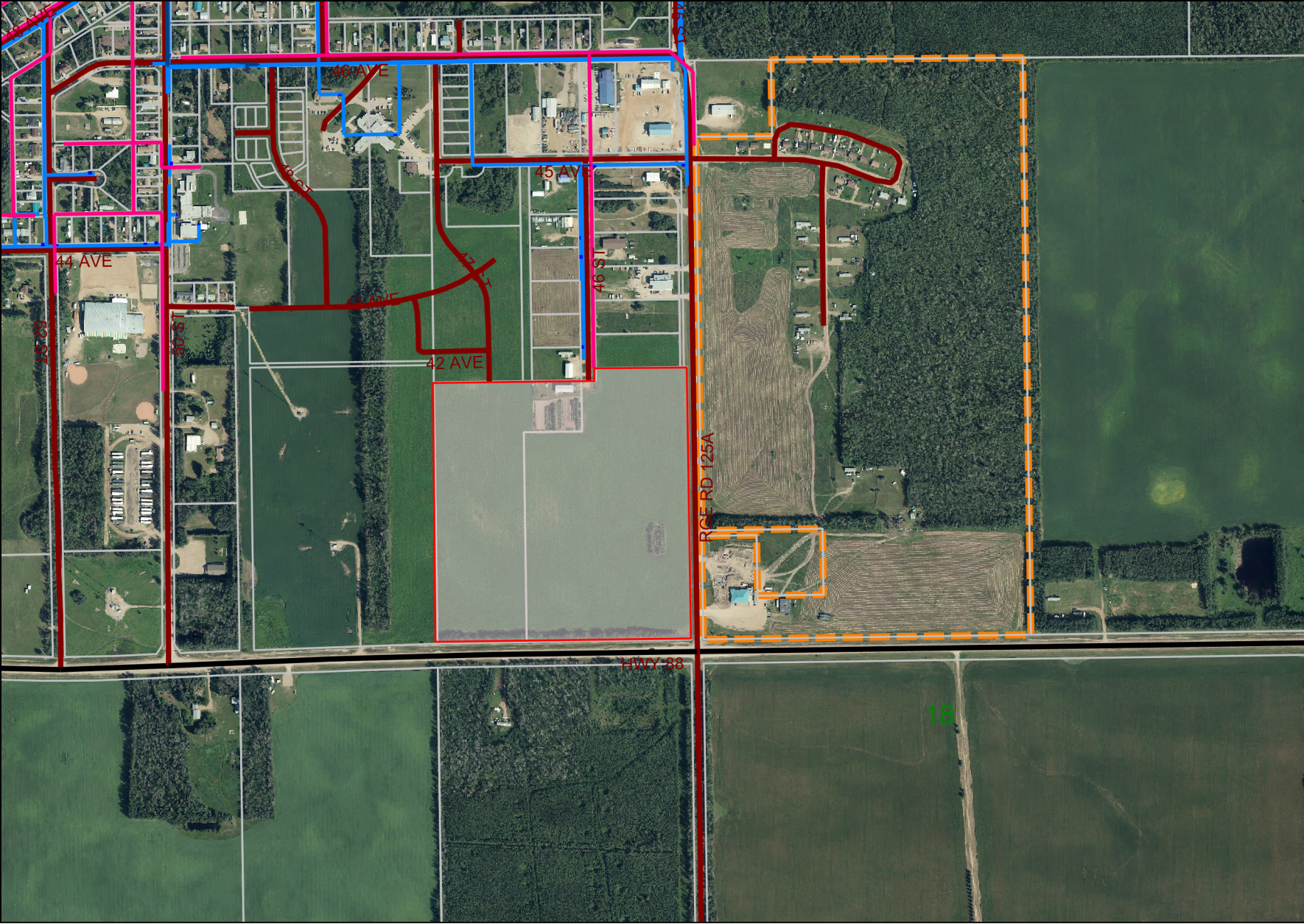
- Roads
 - Roads Names
 - Alberta Roads
- County Boundary
- Section Label
- Cadastre
- Water Lines
- Sanitary Lines
- Lot/Block/Plan Labels



Scale 1: 5,079



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Legend

- Roads
- Roads Names
- Alberta Roads
- County Boundary
- Section Label
- Cadastre
- Water Lines
- Sanitary Lines
- Lot/Block/Plan Labels



Scale 1: 10,157



100 yd

100 m

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Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 25, 2022
Presented By:	Caitlin Smith, Director of Planning and Agriculture
Title:	Development Ad Hoc Committee-Terms of Reference (TOR)

BACKGROUND / PROPOSAL:

Administration was directed by Council at the May 10, 2022 Regular Council Meeting, with the following Motion;

MOTION 22-05-354	<p>MOVED by Councillor Bateman</p> <p><i>That administration proceed with the creation of the Mackenzie County Development Ad-Hoc Committee.</i></p> <p>CARRIED</p>
-------------------------	---

The reason for a committee rather than a meeting or open house would ensure that the meetings are structured and there would be stronger commitment from all parties to attend. Any Ad Hoc committee shall have a defined end date

Committee Structure:

The Commission shall consist of the following members:

- Three members of Council;
- Five municipal stakeholders;
- Chief Administrative Officer or designate;
- Director of Planning & Agriculture

The Committee shall appoint its own Chair and Vice-Chair at the first Committee meeting held.

Quorum:

Author: T. Weller **Reviewed by:** J. Batt **CAO:** B Peters

A quorum of the Commission shall consist of a majority of the members invited.

Term:

All members of the Committee shall hold their appointment for the term of the committee.

In the event of a vacancy by death, resignation or from any other cause except the expiration of the term of the appointment; such vacancy shall be filled by an appointment by Council as soon as possible

Meeting Schedule:

The Committee shall hold four (4) meetings, or meet as required for one year.

OPTIONS & BENEFITS:

To allow stakeholders and developers to provide Council with recommendation with respect to achieving fiscally responsible and shared initiatives to promote development in the County. The committee shall share their feedback on municipal statutory documents, policies, and bylaws to create a better future for all benefitting residents.

COSTS & SOURCE OF FUNDING:

No significant costs anticipated. Honorarium for attending meetings, snacks and staff time are the expected costs.

Estimated funding of \$10,000 from the 2022 Operating Budget based on meetings/honorariums noted.

SUSTAINABILITY PLAN:

The sustainability plan does not necessarily discuss community involvement but the intention is to work towards a sustainable future and this must be done though public consultation.

Goal E26 That Mackenzie County is prepared with infrastructure and services for a continually growing population.

Strategy E26.1 Infrastructure is adequate and there are plans in place to manage additional growth.

Goal S1 Each County hamlet and rural area hosts a concentration of social, cultural and commercial activity in strategic locations.

Author: T. Weller **Reviewed by:** J.Batt **CAO:** B Peters

Goal C1 The capacity of infrastructure in County hamlets and rural communities keeps pace with their growth and is planned in a way that ensures their sustainability.

COMMUNICATION / PUBLIC PARTICIPATION:

Administration can send letters to stakeholders requesting their involvement with the committee.

POLICY REFERENCES:

ADM056 Public Participation Policy

RECOMMENDED ACTION

Simple Majority Requires 2/3 Requires Unanimous

That Council accept the Development Ad Hoc Committee Terms of Reference as presented.

Author: T. Weller **Reviewed by:** J.Batt **CAO:** B Peters

DEVELOPMENT AD HOC COMMITTEE TERMS OF REFERENCE

Purpose:

To allow stakeholders and developers to provide Council with recommendation with respect to achieving fiscally responsible and shared initiatives to promote development in the County. The committee shall share their feedback on municipal statutory documents, policies, and bylaws to create a better future for all benefitting residents.

Committee Structure:

The Commission shall consist of the following members:

- Three members of Council;
- Five municipal stakeholders;
- Chief Administrative Officer or designate;
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The Committee shall appoint its own Chair and Vice-Chair at the first Committee meeting held.

Quorum:

A quorum of the Commission shall consist of a majority of the members invited.

Term:

All members of the Committee shall hold their appointment for the term of the committee.

In the event of a vacancy by death, resignation or from any other cause except the expiration of the term of the appointment; such vacancy shall be filled by an appointment by Council as soon as possible.

Meeting Schedule:

The Committee shall hold four (4) meetings, or meet as required for one year.

General Responsibilities:

The Development Ad Hoc Committee has the following functions and duties:

- Work together to understand and discuss development incentives such as offsite levies.
- Provide recommendation on a mutually beneficial avenue for municipal cost recovery.

- Review and comment on municipal statutory documents, policies, and bylaws that affect the development community.
- Discuss and provide comment on the minimum standards of development throughout the County.
- Build a relationship between stakeholders and the County.

Shall review and provide feedback of the following Bylaws/Documents:

- Municipal Development Plan
- Area Structure Plans
- Land Use Bylaw
- Development Incentives
- Municipal Policy

Approved External Activities:

- N/A

	Date	Resolution Number
Approved	2022-05-25	22-05-



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 25, 2022
Presented By:	Carrie Simpson, Director Legislative & Support Services
Title:	2022 Community Meeting Dates (formerly named Ratepayer Meetings)

BACKGROUND / PROPOSAL:

In previous years Mackenzie County has held five ratepayer meetings throughout the County to meet with the public and present budget and activity highlights from the previous year, as well as anticipated projects for the year following. Council and administration are in attendance, and the public are welcome and encouraged to attend. This is a chance for the County to connect with the community and allow ratepayers to raise any questions or concerns.

Administration was requested to bring forward potential dates and ideas for what was formerly known as ‘Ratepayer Meetings’. Council’s wishes are for this to be more of an informal event and to take place Fall 2022. Council also requested to have them called Community Events an opposed to the formal term, Ratepayer Meetings.

Administration is currently preparing the 2021 Annual Report to present to the public for these meetings.

Administration is asking for direction as to where they would like these Community Meeting’s to take place, as well, to decide on the dates they would prefer.

Council dates in September/October:

- September 13 – Regular Council Date
- September 26 – Regular Council Date
- October 11 – Regular Council Date
- October 25 – Regular Council Date
- October 26 – Regular Council Date

Attached is an example of the messaging that will be made available to the public.

Author: C. Simpson **Reviewed by:** _____ **CAO:** B Peters

OPTIONS & BENEFITS:

To create opportunities for meaningful public participation in decisions that directly impact the public based on the municipality’s public participation policy (ADM056) which is attached.

COSTS & SOURCE OF FUNDING:

2022 Operating Budget - \$4,000.

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

Community Meetings will be advertised in The Echo Pioneer, social media sites, and posters to be displayed at all County offices.



POLICY REFERENCES:

Policy ADM056 – Public Participation

Author: C. Simpson Reviewed by: _____ CAO: B Peters

RECOMMENDED ACTION:

Motion 1:

Simple Majority Requires 2/3 Requires Unanimous

That Mackenzie County host the 2022 Community Meeting's at the following locations:

- 1.
- 2.
- 3.
- 4.
- 5.

Motion 2:

That Mackenzie County host local Community Meetings on the following dates:

Author: C. Simpson Reviewed by: _____ CAO: B Peters

Mackenzie County

Title	Public Participation Policy	Policy No:	ADM056
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Legislation Reference	Municipal Government Act Section 216.1 Public Participation Policy Regulation
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Purpose

Public participation is essential to the municipal decision making process. The purpose of this policy is to recognize the value of public participation and create opportunities for meaningful public participation in decisions that directly impact the public.

This Public Participation Policy does not modify or replace the statutory public hearing requirements in the *Municipal Government Act*.

General Principles

Council recognizes that good governance includes engaging Municipal Stakeholders in Public Participation by:

1. Creating opportunities for Municipal Stakeholders who are affected by a decision to influence the decision;
2. Promoting sustainable decisions by recognizing various Municipal Stakeholder interests;
3. Providing Municipal Stakeholders with the appropriate information and tools to engage in meaningful participations; and
4. Recognizing that although councillors are elected to consider and promote the welfare and interest of the Municipality as a whole and are generally required to vote on matters brought before Council, facilitating Public Participation for matters beyond those where public input is statutorily required can enrich the decision making process.

Definitions

“CAO” means the Chief Administrative Officer of the Municipality or their delegate.

“Consensus Building” means an agreement reached by Council and all interested stakeholders when all parties agree that they can live with the matter being proposed after every effort has been made to meet all relevant interests.

“Council” means the elected governing body of a municipality.

“Delegated decision” means the assignment of decision making authority to public members.

“Municipal Stakeholders” means the residents of the Municipality, as well as other individuals, organizations or persons that may have an interest in, or are affected by, a decision made by the Municipality.

“Participatory decision making” means involving public members in the decision making process through shared leadership and the exchange of information, ideas and perceptions.

“Public Advisory Committee” means a Council appointed ad hoc committee on which public members observe, advise and liaise on behalf of all citizens for consideration by Council and Administration. Committee terms of reference are to be developed as required for individual Council decisions.

“Public Participation” includes a variety of non-statutory opportunities where Municipal Stakeholders receive information and/or provide input to the Municipality.

“Public Participation Plan” means a plan in which identifies which Public Participation Tools to be used to obtain public input in a particular circumstance.

“Public Participation Tools” means the tools that may be used, alone or in combination, to create Public Participation opportunities including, but not limited to:

- a. in-person participation which may include at-the-counter interactions, door-knocking, interviews, meetings, round-tables, town halls, open houses and workshops;
- b. digital participation which may include online workbooks, chat groups, webinars, message boards/discussion forums, and online polls or surveys;
- c. written participation which may include written submissions, email, and mail-in surveys, polls and workbooks; and
- d. Representative participation which may include being appointed to an advisory committee, ad hoc committee or citizen board.

Council Responsibilities

5. Council shall:
 - a. Review and approve Public Participation Plans developed by the CAO in accordance with this Policy or as directed by Council;
 - b. Consider input obtained through Public Participation;
 - c. Review this Policy to ensure the Policy complies with all relevant legislation, municipal policies and the spirit and intent of Public Participation;
 - d. Ensure appropriate resources are available to solicit Public Participation in accordance with this Policy;

Administration Responsibilities

6. The CAO shall:
 - a. In accordance with this Policy or as directed by Council, develop Public Participation Plans, for Council approval;
 - b. Implement approved Public Participation Plans;
 - c. Report the findings of the Public Participation to Council;
7. Administration will assess and identify when public participation is necessary and which type of participation should be used. When there is no legislative requirement for public consultation, administration will recommend to Council the level of participation required as per this policy.

Policy Expectations

Legislative & Policy Implications

8. All Public Participation will be undertaken in accordance with the *Municipal Government Act*, the *Freedom of Information and Protection of Privacy Act* and any other applicable legislation.
9. All Public Participation will be undertaken in accordance with all existing municipal policies.

10. This Policy shall be available for public inspection and may be posted to the Municipality's website.

11. This Policy will be reviewed at least once every four years.

Public Participation Standards:

12. Public Participation will be conducted in a sustainable and inclusive manner having regard to different levels of accessibility.

13. Public Participation activities will be conducted in a professional and respectful manner.

14. Public Participation Plans will consider early, ongoing and diverse opportunities to provide input.

15. Municipal Stakeholders who participate in any manner of Public Participation are required to be respectful and constructive in their participation. Municipal Stakeholders who are disrespectful, inappropriate or offensive, as determined by Administration, may be excluded from Public Participation opportunities.

Public Participation Plans

16. When so directed by this Policy or Council, the CAO shall develop a Public Participation Plan for approval by council which shall consider the following:

- a. the nature of the matter for which Public Participation is being sought;
- b. the impact of the matter on Municipal Stakeholders;
- c. the demographics of potential Municipal Stakeholders in respect of which Public Participation Tools to utilize, levels of engagement and time for input;
- d. the timing of the decision and time required to gather input;
- e. what information is required, if any, to participate; and
- f. available resources and reasonable costs.

17. "Schedule A" identifies various events which Public Participation is required and what type of participation will be used.

18. "Schedule B" identifies the Public Participation Tools that may be used.

19. The CAO or designate is responsible for ensuring that this policy is enforced.

	Date	Resolution Number
Approved	2015-09-30	15-09-669
Amended	2018-07-25	18-07-522
Amended		

**SCHEDULE “A”
Public Participation Plans**

Category	Event	Type of Participation
Council	Annual Budget	Inform
	Annual Report	Inform
	Strategic Plan	Inform
	Bylaw Review and Development	Inform or Consult
	Policy Review and Development	Inform
Planning and Development	New or Amended Municipal Development Plan, Area Structure Plans, Land Use Bylaw	Consult
	New or Amended Area Redevelopment Plans	Consult
	Planning Documents (ie. engineering standards, information management plans, etc.)	Consult or Collaborate
	New or Amended Community Sustainability Plan	Consult or Collaborate
Protective Services	Change in Service Level for Fire Department or Bylaw Enforcement	Inform
	Municipal Emergency Plan	Inform
Operations	Public Works Affecting Adjacent Landowners	Inform
	Construction of Infrastructure	Inform
	Traffic Management and Studies	Inform or Consult
Community Services	New Development Plans of Trail, Park or Green Space	Consult or Collaborate
	Public Access Buildings New Development or Closure	Consult or Collaborate
	Master Plans	Consult or Collaborate
Utilities	Construction of Infrastructure	Inform
	Studies	Inform or Consult

SCHEDULE “B” Public Participation Tools

Type of Participation	Inform	Consult	Collaborate
Goal	Provide public with balanced and objective information to assist them in understanding decisions.	Obtain public feedback throughout the decision making process, listen and respond to concerns.	Partner with the public during the decision making process by obtaining direct advice and using it to implement a decision.
Description	<ul style="list-style-type: none"> • Decision is routine and part of the operations • Disclosure is required by law • There is an urgent need to respond to the public 	<ul style="list-style-type: none"> • Public notification and input is required by law • The decision is a known concern to other parties • The decision will affect the lifestyle or habits of citizens • There is perceived risk associated with the decision • Council or Administration requests public input prior to making a decision 	<ul style="list-style-type: none"> • Sharing the decision making process • Incorporating recommendations into the decisions to the maximum extent possible • Decision directly affects a large amount of the population
Process/Tools	<ul style="list-style-type: none"> • Newspaper • Website • Social Media • Radio • Letters • Flyers • Notices to adjacent landowners 	<ul style="list-style-type: none"> • Survey • Polls • Open House • Public Hearing • Council Meeting Delegation 	<ul style="list-style-type: none"> • Public Advisory Committee • Consensus Building • Participatory Decision Making • Delegated decisions • Plebiscite



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 25, 2022
Presented By:	Caitlin Smith, Director of Planning and Agriculture
Title:	Agricultural Service Board Meeting Minutes

BACKGROUND / PROPOSAL:

The unapproved minutes of the May 9, 2022 Agricultural Service Board meeting are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

Author: C. Sarapuk **Reviewed by:** _____ **CAO:** _____

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the unapproved Agricultural Service Board meeting minutes of May 9, 2022 be received for information.

Author: C. Sarapuk Reviewed by: _____ CAO: _____

**MACKENZIE COUNTY
AGRICULTURAL SERVICE BOARD MEETING**

**May 9, 2022
9:00 a.m.
La Crete**

PRESENT:	Ernie Peters	ASB Chair
	David Driedger	Councillor
	Joe Peters	Member at Large
	Anthony Peters	Member at Large
	George Fehr	Member at Large
REGRETS:		
ALSO PRESENT:	Caitlin Smith	Director of Planning, & Agriculture
	Grant Smith	Agricultural Fieldman
	Byron Peters	Interim Chief Administrative Officer
	Colleen Sarapuk	Administrative Officer (Recording Secretary)
	Dave Schellenberg	Assistant Agricultural Fieldman
	Ryleigh-Ray Wolfe	Environmental Planner

Minutes of the Mackenzie County Agricultural Service Board meeting held on May 9, 2022.

CALL TO ORDER: **1. a) Call to Order**

Councillor Peters called the meeting to order at 9:00 am

AGENDA: **2. a) Adoption of Agenda**

MOTION ASB 22-05-13 **MOVED** by Anthony Peters

That the agenda be adopted as amended;

7:a) Personnel

CARRIED

PREVIOUS MINUTES **3.a) Minutes of the March 9, 2022 ASB Minutes**

MOTION ASB 22-05-14 **MOVED** by Councillor Driedger

That the minutes of the March 9, 2022 ASB meeting be approved as presented.

CARRIED

ACTION LIST

4.a) Action List

MOTION ASB 22-05-15

MOVED by Joe Peters

That the Action List be received for information.

CARRIED

DELEGATION

5. a) None

MOTION ASB 22-05-16

6.a) Ag Fieldman Report

MOVED by Reeve Knelsen

That the Ag Fieldman Report be received for information

CARRIED

MOTION ASB 22-05-17

6.b) Appointment of Weed Inspectors

MOVED by Joe Peters

That Claireese Friesen and Dave Schellenberg be appointed as Weed Inspectors under the *Alberta Weed Control Act* for the 2022 season.

CARRIED

Chair Peters recessed the meeting at 10:22 a.m. and reconvened the meeting at 10:31 p.m.

6. d) Clean Farms – Plastic Grain Bag Recycling

MOTION ASB 22-05-18

MOVED by Reeve Knelsen

That the Clean Farms - Plastic Grain Bag Recycling be received for information.

CARRIED

6.e) Agricultural Fair and Tradeshow Pancake Breakfast

MOTION ASB 22-05-19

MOVED by Joe Peters

That the Agricultural Service Board hosts and serves the Pancake breakfast at the Agricultural Fair & Tradeshow on August 13, 2022.

CARRIED

6.f) Tile Drainage

MOTION ASB 22-05-20

MOVED by Councillor Driedger

That the Tile Drainage discussion be received for information.

CARRIED

6.c) Spring Runoff Update/Discussion (verbal)

MOTION ASB 22-05-21

MOVED by Reeve Knelsen

That the Spring Runoff Update/Discussion be received for information.

CARRIED

CLOSED MEETING

7.a) Closed Meeting

MOTION ASB 22-05-22

MOVED by Councillor Driedger

That the Agricultural Service Board move into a closed meeting at 12:40 to discuss the following:

7.a) Personnel (addition)

The following people were present for the Closed Meeting

- All members of the Agricultural Service Board
- Byron Peters, Interim Chief Administrative Officer
- Caitlin Smith, Director of Planning & Agriculture
- Grant Smith, Agricultural Fieldman (left 12:50 p.m.)

MOTION ASB 22-05-23

MOTION by Anthony Peters

That the Agricultural Service Board move out of a Closed meeting at 1:28 p.m.

CARRIED

MOTION ASB 22-05-24
Requires Unanimous

MOVED by Reeve Knelsen

That the Personnel discussion be received for information.

CARRIED UNANIMOUSLY

**SET NEXT MEETING
DATE**

8.a) Next Meeting Date

The next ASB meeting will be held at the call of the Chair

ADJOURNMENT

9.a) Adjournment

MOTION ASB 22-05-25

MOVED by Councillor Driedger

That the Agricultural Service Board Meeting be adjourned at 1:33 p.m.

CARRIED

These minutes will be presented for approval at the next Agricultural Service Board Meeting.

Ernie Peters, Chair

Grant Smith, Agricultural Fieldman

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the unapproved Municipal Planning Commission meeting minutes of May 12, 2022 be received for information.

Author: K Unrau Reviewed by: _____ CAO: _____

**MACKENZIE COUNTY
Municipal Planning Commission Meeting**

**Mackenzie County Office
La Crete, AB**

Thursday, May 12, 2022 @ 10:00 a.m.

PRESENT: William Wieler Vice Chair, MPC Member
David Driedger Councillor, MPC Member
Jacquie Bateman Councillor, MPC Member (virtual)
(joined at 10:01 a.m.)
Tim Driedger MPC Member

REGRETS: Erick Carter Chair, MPC Member

MEMBERS OF THE PUBLIC: Darryl Goertzen

ADMINISTRATION: Caitlin Smith Director of Planning and Agriculture
Ryleigh-Raye Wolfe Environmental Planner
Madison Dyck Development Officer
Lynda Washkevich Development Officer
Kristyn Unrau Administrative Assistant/Recording Secretary

MOTION 1. CALL TO ORDER

William Wieler called the meeting to order at 9:58 a.m.

2. ADOPTION OF AGENDA

MPC 22-05-059 MOVED by Tim Driedger

That the agenda be adopted as presented.

CARRIED

3. MINUTES

a) Adoption of Minutes

MPC 22-05-060 MOVED by David Driedger

That the minutes of the April 28, 2022 Municipal Planning Commission meeting be adopted as presented.

CARRIED

4. TERMS OF REFERENCE

For Information.

5. DEVELOPMENT

- a) **069-DP-22 LRT Investments Ltd.
Retail – General Addition in “LC-TC”
Plan 1160NY, Block 3, Lot 2 (10005-101 Ave) (La Crete)**

MPC 22-05-061 MOVED by David Driedger

That Development Permit 069-DP-22 on Plan 1160NY, Block 3, Lot 2 in the name of LRT Investments Ltd. be APPROVED with the following conditions:

Failure to comply with one or more of the attached conditions shall render this permit Null and Void

1. **Minimum building setbacks are:**
 - a. **3 meters (9.8 feet) front property line;**
 - b. **3.1 meters (10 feet) rear yard; and**
 - c. **3 meters (9.8 feet) exterior side yard to provide for access to rear yard parking; from the property lines.**
2. **The Retail – General Addition shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.**
3. **This development permit approval is dependent on lots 1 & 2 being consolidated. Failure to do so will render this permit null and void.**
4. The architecture, construction materials and appearance of accessory buildings and other structures shall compliment the natural features and character of the site to the satisfaction of the Development Authority.
5. **Where the lowest opening of the building is 25 feet from the front property line it is required to be at a minimum 4% grade above the curb level. Where the lowest opening of the building is 50 feet from the front property line it is required to be at a minimum 2% grade above the curb level.**

6. The Retail – General Addition is to be connected to the municipal water and sewer system and the cost of connection fees will be borne by the owner.
7. The Municipality has assigned an address to the building as follows: 10005-101 Avenue.

You are required to display the address to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.

8. This permit may be revoked at any time if, in the opinion of the Development Authority, the proposed development has become detrimental or otherwise incompatible with the amenities of the neighbourhood.
9. The sign shall be:
 - a. A minimum of 20 meters from regulatory signs, and
 - b. A minimum of 7 meters (23 feet) and a maximum setback of 10 meters (33 feet) from the curb/sidewalk along 100th Street.
10. The sign shall be placed on site and is not permitted to be placed on any County lands and/or within the Road Right of Way.
11. The sign shall be a minimum of 2 meters in height from the bottom of the sign above the curb/sidewalk.
12. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
13. The sign shall:
 - a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
 - b. Not unduly interfere with the amenities of the district,
 - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
 - d. Not create visual or aesthetic blight.
14. Illumination of any signs must not negatively affect, nor pose a safety hazard to, an adjacent site or street.
15. Wiring and conduits of any signs must be concealed from view.
16. The internal sidewalk must tie into the county sidewalk.
17. The curbs and parking area must have cement curbs that control

the movement of vehicles.

18. All new building addition and site designs should emphasize a pedestrian friendly environment which must include ground floor walls, windows and doors that face a ROAD.
19. Consistent hard surfacing material shall be extended from the public sidewalk to the front of the building façade to maintain downtown visual identity.
20. Ground level display windows shall be designed to maximize visibility and natural light flow. Kickplates shall not exceed 0.9m (3.0ft) in height measured from GRADE level.
21. Glazing and frosting shall not exceed twenty-five percent (25%) of the surface area of a window. Where multiple glass panes are required, they shall be seamed together, to minimize visual interruption.
22. Doorway recession depths shall not exceed the depth required to accommodate outward swinging doors.
23. Architectural projections (such as awnings and lighting) shall not exceed the width of the sidewalk, measured from the property line.
24. A sufficient number of catch basins to drain the site shall be provided, to the satisfaction of the Development Authority.
25. No curb cut providing vehicle access onto the subject site shall
 - a. Be within 6.0m (19.7ft) from the nearest corner of an intersection of two roads;
 - b. Have a width greater than 10.7m (35.1ft);
 - c. Be located closer than 6.0m (19.7ft) from an adjacent curb cut on the same side of a site and measured along the LOT LINE.
26. No construction or development is allowed on a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
27. **This permit approval is subject to the access to the property being constructed to County standards.** PRIOR to installation of a new access or changing location of existing access, complete a Request to Construct an Access form by contacting the Operations Department for Mackenzie County at (780) 928-3983. Access to be constructed at the developers' expense.

28. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
29. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

6. SUBDIVISIONS

- f) **23-SUB-22 Darryl & Margaret Goertzen
14.00 & 10.00 acre Subdivision Consolidation in "A"
NW 11-105-15-W5M (Buffalo Head Prairie)**

MPC 22-05-062 MOVED by Tim Driedger

That Subdivision Application 23-SUB-22 in the name of Darryl & Margaret Goertzen NW-11-105-15-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** subdivision, totalling, 14 acres (5.75 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
 - I. Any permanent buildings on the property must be constructed 2% above the grade of the road.
 - b) Mitigation measure must be in place in order to avoid water damage from potential pluvial flooding,
 - c) Provision of a road and access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense,
 - d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015,
 - e) **Provision of a storm water management plan. Contact**

Planning and Development staff at (780) 928-3983 to discuss the requirements for your subdivision,

- f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration,
- g) Provision of utility rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others,
- h) Provision of municipal reserve in the form of money in lieu of land.

Specific amount is based on 10% of the subject land and on the current market value in accordance with Policy DEV005. The current market value for this property is \$9,000 per acre. Municipal reserve is charged at 10%, which is \$ 900 per subdivided acre. 4.00 acres times \$900 equals **\$3,600.00**;

- i) **The Developer has the option to provide a market value appraisal of the existing parcel of land as of a specified date occurring within the 35-day period following the date on which the application for subdivision approval is made in accordance to the *Municipal Government Act Section 667(1)(a)*;**
- j) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached,
- k) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

CARRIED

5. DEVELOPMENT

- b) 071-DP-22 Budget Financial Ltd./2124868 Ltd.
Home Based Business, Minor in “H-R1B”
Plan 102 6365, Block 38, Lot 28 (9602 Pioneer Drive) (La
Crete)**

MPC 22-05-063 **MOVED** by David Driedger

That Development Permit 071-DP-22 on Plan 102 6365, Block 38, Lot 28 in the name of Budget Financial Ltd./2124868 Alberta Ltd. be APPROVED with the following conditions:

Failure to comply with one or more of the attached conditions shall render this permit Null and Void

1. **This permit is for the APPROVAL of a Home Based Business, Minor (Budget Financial Ltd.) in the existing Dwelling – Single Family.**
2. **This development permit may be revoked at any time, if, in the opinion of the Development Authority, the Home Based Business Minor has become detrimental or otherwise incompatible with the amenities of the neighborhood.**
3. **This development permit will expire upon the expiration, cancellation or revocation of your business license. This development permit shall become null and void if a county business license is not maintained in good standing.**
4. This permit approval is subject to approval from the Alberta Motor Vehicle Industry Council (AMVIC). The developer is required to obtain written approval from the Alberta Motor Vehicle Industry Council regarding the proposed development prior to commencement of the development. Failure to do so shall render this permit Null and Void.
5. All conditions and requirements by the Alberta Motor Vehicle Industry Council “AMVIC” are to be met to their specifications and standards.
6. **At all times, the privacy of the adjacent dwellings shall be preserved and the Home Based Business shall not unduly offend the surrounding residents by way of excessive lighting, noise, traffic, congestion, late visitations by clients.**
7. **There shall be a maximum of 1 vehicle for sale on site at a time related to the Home Based Business and shall not interfere with sight lines and the enjoyment of the**

neighbourhood.

8. The business shall be operated by the resident of the principal dwelling and may include one (1) non-resident employee.
9. The Home Based Business shall not involve client and customer visits outside of the hours of 8:00 a.m. – 6:00 p.m.
10. The Municipality has assigned the following address to the noted property (**9602-Pioneer Drive**). You are required to display the address (**9602**) to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.
11. Home Based Business Minor requires 1 space per 37.2m² (400.0ft²) of gross FLOOR AREA. This work area is 100 square feet, so that would constitute one (1) off street parking spots.
12. No construction or development is allowed on a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
13. Home Based Businesses are limited to one sign not exceeding 1.1 square meters (12 square feet) in area.
14. The sign shall not be placed within the Road Right of Way.
15. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
16. The sign shall:
 - a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
 - b. Not unduly interfere with the amenities of the district,
 - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
 - d. Not create visual or aesthetic blight.
17. Illumination of any signs must not negatively affect, nor pose a safety hazard to, an adjacent site or street.
18. Wiring and conduits of any signs must be concealed from view.
19. The total site area (lot) shall have a positive surface drainage

without adversely affecting the neighbouring properties.

20. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

- c) **081-DP-22 Silver Star Auctions
Warehouse in "RIL"
Plan 162 1350, Block 1, Lot 1 (14069 Twp Rd 1074)
(Blumenort Area)**

MPC 22-05-064 MOVED by David Driedger

That Development Permit 081-DP-22 on Plan 162 1350, Block 1, Lot 1 in the name of Silver Star Auctions be APPROVED with the following conditions:

Failure to comply with one or more of the attached conditions shall render this permit Null and Void

1. The proposed use must be a minimum of 210 feet from the center of Highway 697.
2. Remaining minimum building setbacks: 41.15 meters (135 feet) from any road allowances and 15.24 meters (50 feet) from any other property lines.
3. In addition a 20.0m (65.6ft) vegetated buffer strip shall be provided for all development adjacent to Highway 697.
4. **AN APPROVED ROADSIDE DEVELOPMENT PERMIT IS REQUIRED FROM ALBERTA TRANSPORTATION. ALL CONDITIONS AND REQUIREMENTS BY ALBERTA TRANSPORTATION SHALL BE MET TO THEIR SPECIFICATIONS AND STANDARDS PRIOR TO COMMENCEMENT OF DEVELOPMENT. (CONTACT ALBERTA TRANSPORTATION AT 1-780-624-6280). FAILURE TO DO SO WILL RENDER THIS PERMIT NULL AND VOID.**
5. The Warehouse shall meet all Alberta Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.
6. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.
7. All sewage disposals shall conform to the Alberta Private Sewage

Systems Standard of Practice 2015.

8. Any doors, windows and other openings to any DEVELOPMENT shall be at the same or greater elevation as the downstream ROAD centerline elevation to avoid overland flood damage, water seepage and other water related damage.
9. All basement or below grade developments shall have an operational sump pump.
10. Any permanent buildings on the property must be constructed 2% greater than the grade of the road.
11. If a sign is placed on the property the sign shall be located a minimum of:
 - a. 200 meters from regulatory signs, and
 - b. 3 meters (9 feet) from the outer edge of the road or not less than 1.5 meters from the property line if on private property.
12. The sign shall be a minimum of 1.5 meters to a maximum of 2.5 meters in height above the shoulder of the road.
13. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
14. The sign shall:
 - a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
 - b. Not unduly interfere with the amenities of the district,
 - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
 - d. Not create visual or aesthetic blight.
15. **This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developers' expense.**
16. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
17. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.

18. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

- d) **083-DP-22 Nor-West Bulklines LP
Automotive Equipment & Vehicle Services, Major in “LC-HI” Plan 872 2339, Block 17, Lot 1 (9401-99 Street) (La Crete)**

MPC 22-05-065 MOVED by Tim Driedger

That Development Permit 083-DP-22 on Plan 872 2339, Block 17, Lot 1 in the name of Nor-West Bulklines LP be APPROVED with the following conditions:

Failure to comply with one or more of the attached conditions shall render this permit Null and Void

1. This permit approval is for the operation of an Automotive Equipment and Vehicle Services – Major out of the existing building.
2. **This permit approval is subject to approval from the Alberta Motor Vehicle Industry Council (AMVIC). The developer is required to obtain written approval from the Alberta Motor Vehicle Industry Council regarding the proposed development prior to commencement of the development. Failure to do so shall render this permit Null and Void.**
3. All conditions and requirements by the Alberta Motor Vehicle Industry Council “AMVIC” are to be met to their specifications and standards.
4. **No vehicle shall be located in such a way that it impedes visibility for vehicular and/or pedestrian traffic.**
5. The Automotive Equipment and Vehicle Services, Major shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.
6. The property must at all times be kept in a neat and orderly fashion.
7. The municipality has assigned the following address to the noted property **9401-99 Street**. You are required to display the address (**9401**) to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches

- in height.
8. Building to be connected to the municipal water and sewer system and the cost of connection fees will be borne by the owner.
 9. This permit may be revoked at any time if, in the opinion of the Development Authority, the proposed development has become detrimental or otherwise incompatible with the amenities of the neighbourhood.
 10. The sign shall be located a minimum of:
 - a. 20 meters from regulatory signs, and
 - b. Not less than 1.5 meters from the curb/sidewalk.
 11. **The sign shall be placed on site and is not permitted to be placed on any County lands and/or road rights-of-way.**
 12. The sign shall be a minimum of 2 meters in height from the bottom of the sign above the curb/sidewalk.
 13. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
 14. The sign shall:
 - a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
 - b. Not unduly interfere with the amenities of the district,
 - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
 - d. Not create visual or aesthetic blight.
 15. Illumination of the sign must not negatively affect, nor pose a safety hazard to, an adjacent site or street.
 16. Wiring and conduits of the sign must be concealed from view.
 17. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed to Mackenzie County standards and at the developers' expense.
 18. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
 19. The total site area (lot) shall have a positive surface drainage without

adversely affecting the neighbouring properties.

20. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

6. SUBDIVISIONS

- a) 17-SUB-22 John & Ester Marie Peters
4.00 acre Subdivision (1 lot) in "R-CR1"
NE 34-105-15-W5M (La Crete Rural)**

MPC 22-05-066 MOVED by Jacquie Bateman

That Subdivision Application 17-SUB-22 in the name of John F. & Esther Marie Peters NE 34-105-15-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** subdivision totalling 4 acres (1.61 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
 - I. Any permanent buildings on the property must be constructed 2% above the grade of the road.
 - b) Mitigation measure must be in place in order to avoid water damage from potential pluvial flooding,
 - c) Provision of a road and access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense,
 - d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015,
 - e) **Provision of a storm water management plan. Contact Planning and Development staff at (780) 928-3983 to**

discuss the requirements for your subdivision,

- f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration,
- g) Provision of utility rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others,
- h) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached,
- i) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

CARRIED

- b) **18-SUB-22 Joseph & Daphne Peters
Two 10.00 acre Subdivision (2 lots) in "A"
NW 10-105-14-W5M (Wilson Prairie)**

MPC 22-05-067 **MOVED** by David Driedger

That Subdivision Application 18-SUB-22 in the name of Joseph & Daphne Peters on NW-10-105-14-W5M be TABLED until drone footage is available for review.

CARRIED

- c) **19-SUB-22 Joseph & Daphne Peters
Two 10.00 acre Subdivision (2 lots) in "A"
SW 10-105-14-W5M (Wilson Prairie)**

MPC 22-05-068 **MOVED** by Tim Driedger

That Subdivision Application 19-SUB-22 in the name of Joseph &

Daphne Peters on SW-10-105-14-W5M be TABLED until drone footage is available for review.

CARRIED

- d) 20-SUB-22 Joseph & Daphne Peters
Two 10.00 acre Subdivision (2 lots) in "A"
SW 10-105-14-W5M (Wilson Prairie)**

MPC 22-05-069 **MOVED** by Jacquie Bateman

That Subdivision Application 20-SUB-22 in the name of Joseph & Daphne Peters on SE-10-105-14-W5M be TABLED until drone footage is available for review.

CARRIED

- e) 22-SUB-22 Gerhard & Amanda Goertzen
10.00 acre Subdivision (1 lot) in "A"
SW 7-107-13-W5M (Blumenort)**

MPC 22-05-070 **MOVED** by Tim Driedger

That Subdivision Application 22-SUB-22 in the name of Gerhard & Amanda Goertzen SW-7-107-13-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** subdivision totalling 5 acres (2.02 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
 - I. Any permanent buildings on the property must be constructed 2% above the grade of the road.
 - b) Mitigation measure must be in place in order to avoid water damage from potential pluvial flooding,
 - c) Provision of a road and access to both the subdivision and the balance of the lands in accordance with

Mackenzie County standards at the developer's expense,

- d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015,
- e) **Provision of a storm water management plan. Contact Planning and Development staff at (780) 928-3983 to discuss the requirements for your subdivision,**
- f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration,
- g) Provision of utility rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others,
- h) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached,
- i) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

CARRIED

- g) **24-SUB-22 Philip Zacharias
10.00 acre Subdivision (1 lot) in "A"
NW 32-106-13-W5M (Blumenort)**

MPC 22-05-071 **MOVED** by David Driedger

That Subdivision Application 24-SUB-22 in the name of Philip Zacharias NW-32-106-13-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** subdivision totalling 10 acres (4.04 hectares) in size.

2. Applicant/developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
- a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
 - I. Any permanent buildings on the property must be constructed 2% above the grade of the road.
 - b) Mitigation measure must be in place in order to avoid water damage from potential pluvial flooding,
 - c) Provision of a road and access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense,
 - d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015,
 - e) **Provision of a storm water management plan. Contact Planning and Development staff at (780) 928-3983 to discuss the requirements for your subdivision,**
 - f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration,
 - g) Provision of utility rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others,
 - h) Provision of municipal reserve in the form of money in lieu of land. Specific amount is based on 10% of the subject land and on the current market value in accordance with Policy DEV005. The current market value for this property is \$7,000 per acre. Municipal reserve is charged at 10%, which is \$ 700 per subdivided acre. **10.00 acres times \$700 equals \$7,000.00;**
 - i) **The Developer has the option to provide a market value appraisal of the existing parcel of land as of a specified date occurring within the 35-day period following the date on which the application for subdivision approval is made in accordance to the *Municipal Government Act Section 667(1)(a);***

- j) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached,
- k) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

CARRIED

- h) **25-SUB-22 Jonah Wolfe
10.00 acre Subdivision (1 lot) in "A"
NE 30-106-13-W5M (La Crete Rural)**

MPC 22-05-072 **MOVED** by Tim Driedger

That Subdivision Application 25-SUB-22 in the name of Jonah Wolfe NE-30-106-13-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** subdivision, totalling, 10 acres (4.04 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
 - I. Any permanent buildings on the property must be constructed 2% above the grade of the road.
 - b) Mitigation measure must be in place in order to avoid water damage from potential pluvial flooding,

- c) Provision of a road and access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense,
- d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015,
- e) **Provision of a storm water management plan. Contact Planning and Development staff at (780) 928-3983 to discuss the requirements for your subdivision.**
- f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration,
- g) Provision of utility rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others,
- h) Provision of municipal reserve in the form of money in lieu of land.

Specific amount is based on 10% of the subject land and on the current market value in accordance with Policy DEV005. The current market value for this property is \$7,000 per acre. Municipal reserve is charged at 10%, which is \$ 700 per subdivided acre. 10.00 acres times \$900 equals **\$7,000.00**;

- i) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached,
- j) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

CARRIED

**k) 26-SUB-22 George Krahn
14.00 acre Subdivision (1 lot) in "A"
NW 16-106-14-W5M (La Crete Rural)**

MPC 22-05-073 **MOVED** by David Driedger

That Subdivision Application 26-SUB-22 in the name of George Krahn NW-16-106-14-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** boundary adjustment totalling 14 acres (4.04 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed boundary adjustment, the developer shall obtain a development permit from the Municipality,
 - I. Any permanent buildings on the property must be constructed 2% above the grade of the road.
 - b) Mitigation measure must be in place in order to avoid water damage from potential pluvial flooding,
 - c) Provision of a road and access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense,
 - d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015,
 - e) **Provision of a storm water management plan. Contact Planning and Development staff at (780) 928-3983 to discuss the requirements for your subdivision.**
 - f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration,
 - g) Provision of utility rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others,
 - h) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or

correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached,

- i) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

CARRIED

7. MISCELLANEOUS ITEMS

- a) **Bylaw 12xx-22 Partial Plan Cancellation and Consolidation of Plan 012 1476, Block 1, Lots 5 & 6**

MPC 22-05-074 MOVED by David Driedger

That a recommendation be made to Council that the first reading be given to Bylaw 12xx-22 being a Partial Plan Cancellation and Consolidation Bylaw for Plan 012 4176, Block 1, Lots 5 & 6, subject to public hearing input.

CARRIED

8. IN CAMERA

- a) **None**

9. MEETING DATES

- ❖ Thursday, May 26th, 2022 @ 10:00 a.m. in Fort Vermilion
- ❖ Thursday, June 9th, 2022 @ 10:00 a.m. in La Crete
- ❖ Friday, June 24th, 2022 @ 10:00 a.m. in Fort Vermilion

10. ADJOURNMENT

MPC 22-05-075 MOVED by David Driedger

That the Municipal Planning Commission Meeting be adjourned at 10:40 a.m.

CARRIED

These minutes were adopted this 26th day of May, 2022.

Erick Carter, Chair



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 25, 2022
Presented By:	Byron Peters, Interim Chief Administrative Officer
Title:	Information/Correspondence

BACKGROUND / PROPOSAL:

The following items are attached for your information, review, and action if required.

- Council Action List
- 2022-05-09 Correspondence – Town of Mundare Alberta Provincial Police Force
- 2022-05-04 Cenovus Energy INC. Termination of Alberta Surface LOC
- Alberta Energy Regulator Reclamation Certificate
- 31st Pnwer Annual Summit Registration - Calgary
- 2022-05-18 Correspondence – True North HAC Volunteer Opportunity
- 2022 Mighty Peace Watershed Alliance Annual General Meeting Registration - Fairview
- 2022 Mighty Peace Registration Form
- 13th Annual Chamber Fun Golf Tourney Sponsorship Opportunities

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION / PUBLIC PARTICIPATION:

Author: J. Schmidt **Reviewed by:** C. Sarapuk **CAO:** _____

POLICY REFERENCES:

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the information/correspondence items be accepted for information purposes.

Author: C. Sarapuk Reviewed by: _____ CAO: _____

Mackenzie County Action List as of May 10, 2022

Council and Committee of the Whole Meeting Motions Requiring Action

Motion	Action Required	Action By	Status
February 22, 2016 Council Meeting			
16-02-135	That the County covers the additional cost of the survey on Plan 5999CL, Lot E to date and have administration release a copy of the report to the landowner informing them that the initial investigation survey has been completed.	Byron	Refer to Motion 18-06-411 In progress. Meeting with landowners. Impacted by 2020 flood.
June 12, 2018 Council Meeting			
18-06-432	That the County apply to Alberta Environment & Parks for a bank stabilization and clean-up along the Peace River in the Hamlet of Fort Vermilion as a result of the ice jam flooding event.	Jen & Jeff	Engineers report submitted to DRP. Awaiting final review and approvals prior to proceeding Submitted updated report 2022-03-28 2022-05-04 (update) DRP reviewing coverage for “road repairs” only not bank stabilization
October 9, 2018 Regular Council Meeting			
18-10-763	That administration proceeds with the water diversion license's as discussed.	John	2022-05-02 Update Have given AE direction to proceed with license amendments
January 29, 2020 Regular Council Meeting			
20-01-055	That Administration move forward with applying for Recreational Leases for the Bistcho Lake cabin areas and consideration be given to the work being done by the Caribou Sub-regional Task Force.	Don	On hold. Pursuing reinstatement of commercial fishing.
June 5, 2020 Special Council Meeting			
20-06-334	That administration continues to support a community recovery plan that includes a community engagement component.	DRT	Ongoing
July 15, 2020 Regular Council Meeting			
20-11-744	That the concepts and guidance provided within the La Crete Industrial Growth Strategy be incorporated into County planning documents.	Byron	Incorporated into the MDP Drafting ASP RFP
November 25, 2020 Regular Council Meeting			

Motion	Action Required	Action By	Status
20-11-748	That Administration proceed in developing an offsite levy bylaw for the benefitting area of the La Crete South Sanitary Trunk Sewer for the purpose in recovering all costs associated with the sanitary sewer trunk improvements.	Byron	Working on draft offsite levy bylaw. Ad Hoc Development Committee
December 16, 2020 Budget Council Meeting			
20-12-799	That the County lobby the provincial government (Red Tape Reduction) to consolidate grazing leases into a single tax roll to assist the province and the municipality to reduce red tape.	Byron	In progress 2022-05-20 (update) Ongoing dialogue with MA
March 9, 2021 Regular Council Meeting			
21-03-185	That administration include Option 4 - being place a new building on higher ground (new location) in the flood recovery work for the Fort Vermilion Airport, and that a detailed budget amendment to fund the works be presented to council prior to issuing a tender for the recovery/mitigation works.	Byron	RFP – Opened at Dec. 16 th Meeting. Mtg. admin reviewing Motion: 21-12-887 Contract Awarded
May 26, 2021 Regular Council Meeting			
21-05-464	That administration proceed with upgrading the airport lighting at the Fort Vermilion (Wop May) Airport from halogen to LED.	Byron	In Progress Contract Awarded
June 8, 2021 Regular Council Meeting			
21-06-498	That Mackenzie County attempt to gain representation in the next policy framework replacing Canadian Agriculture Partnership.	Grant	Presented at 2022-03-19 ASB Meeting – TABLED until next ASB meeting
September 14, 2021 Regular Council Meeting			
21-09-623	That second reading be given to Bylaw 1231-21 being the La Crete Offsite Levy Bylaw be tabled until further date.	Byron	TABLED
21-09-637	That administration obtain required approvals and agreements with affected landowners for the West La Crete Road ditch cleanout.	Grant	In Progress
21-09-644	That a commemorative sign be placed at the Heritage Centre in La Crete and the Fort Vermilion lean-to museum highlighting the contribution that Bill Neufeld had in the paving of the Hwy 88 Connector.	Don/Byron	Ongoing. May Draft
21-09-658	That administration work with the Fort Vermilion School Division to complete a trade and land transfer for properties adjacent to the La Crete Distribution Pumphouse and Fort Vermilion Public School.	Byron	Transfers signed
October 12, 2021 Budget Council Meeting			
21-10-696	That Administration proceed with the sale of the closed portions of 100A Street to adjacent landowners at assessed value with all associated costs being borne by the buyer with the exception of those costs	Caitlin	Subdivision approved, sent to land titles 2022-05-12 (update – no change)

Motion	Action Required	Action By	Status
	associated with registration of a waterline URW where required.		
21-10-697	That the north portions of 100A Street (adjacent landowners) be sold back for the same price it was originally purchased to the adjacent landowners with all associated costs being borne by the applicant.	Caitlin	In Progress 2022-05-12 (update – no change)
October 27, 2021 Regular Council Meeting			
21-10-769	That the Community Services Committee analyze Mackenzie County's Solid Waste requirements at the Waste Transfer Stations and bring back its findings and recommendations no later than August 2022, prior to future budget deliberations	Don	Ongoing – WTS Haul Tender Due June 1, 2022
November 9, 2021 Regular Council Meeting			
21-11-772	That the Commercial Business Incentive Options be brought a Committee of the Whole meeting for further discussion.	Byron	In Progress
November 30, 2021 Regular Council Meeting			
21-11-794	That administration bring budget options to a future council meeting for a plow truck for Zama.	Willie	
21-11-813	That a letter be sent to the Minister of Justice and Solicitor General outlining the successes with RCMP and the oversight of the real problem which is justice.	Carrie/Byron	Assistance from Councillor Wardley
December 14, 2021 Regular Council Meeting			
21-12-854	That Policy DEV001 & DEV007 be brought back to Council for review.	Caitlin	Administration to research options for ROW urban standard development 2022-05-12 (update – no change)
January 11, 2022 Regular Council Meeting			
22-01-017	That administration proceed with land purchase as discussed, with funding coming from the Gravel Reserve Project.	Jeff	In Progress
22-01-020	That administration negotiate and/or verify costs and scope of work for the Fort Vermilion Airport Flood Recovery Phase 3 tender with the current bidder and bring back a recommendation to the next council meeting.	Byron	Contract Awarded
February 2, 2022 Regular Council Meeting			
22-02-085	That administration move forward with the application process to purchase the following and bring back to Council any future costs related to the purchase such as FNC, survey and assessed value for deliberation and approval. PLS140031	Don/Caitlin	In Progress 2022-05-12 (update – no change)

Motion	Action Required	Action By	Status
	PLS170002 PLS180022 PLS180027 PLS190005 La Crete Ferry Campground Atlas Landing Area Bridge Campsite Machesis Lake Campground Wadlin Lake Campground		
February 16, 2022 Regular Council Meeting			
22-02-103	That administration enter into a tax payment agreement with Tallahassee Exploration Inc. as discussed.	Jen	1st payment received
22-02-120	That administration bring back options regarding insurance	Jen	
22-02-137	That Mackenzie County prepare to put in a regional bid to host the 2026 Alberta Winter or Summer Games.	Byron/Carrie	
March 8, 2022 Regular Council Meeting			
22-03-146	That administration proceed with land purchases as discussed.	Jeff	In Progress
22-03-147	That the 2021 Insurance Summary Report up to and including March 3, 2022, be received for information and that administration proceed as discussed.	Jeff	COMPLETE (Discussion held with property owner, no claim to follow)
22-03-155	That administration bring back the Gravel Reclamation Reserve Policy for amendment as discussed.	Jen	In progress
22-03-174	That Mackenzie County create an educational campaign to raise awareness and to promote care of County infrastructure to fund maintenance cost with potential input from ratepayer meetings.	Carrie	Spring 2023
22-03-175	That administration proceed with amending the PW010 Road Protection Agreement Policy as discussed and bring back to the next Council meeting.	Jeff	
22-03-176	That administration conduct an operations review in regards to Public Work operations in hamlet for Council review.	Jeff	COMPLETE (no changes recommended)
22-03-188	That May 9 – 13, 2022 be proclaimed as “Economic Development Week”.	Byron	COMPLETE
22-03-190	That administration bring back options for local golf tournament sponsorship.	Jeff	COMPLETE (requests for sponsorship to be presented to Council when received)
March 22, 2022 Committee of the Whole Meeting			

Motion	Action Required	Action By	Status
COW-22-03-019	That the Committee of the Whole receive the Municipal Development Plan Overview as discussed and a recommendation be made to bring back an updated draft for review to a future Council meeting.	Byron/Caitlin	In progress 2022-05-12 (update – no change)
COW-22-03-022	That Policy ASB021 – Weed Control Policy be TABLED for further information.	Grant	
March 23, 2022 Committee of the Whole Meeting			
22-03-212	That Mackenzie County develop and enter into an Operating Agreement with the Zama Recreation Society for the Zama City Park/Campground for a term no more than five (5) years as per the March 13, 2022 proposal submitted.	Don	
22-03-213	That once the Operating Agreement with the Zama Recreation Society for the Zama City Park/Campground is signed the 2022 operating budget be amended with \$10,000 for the Zama Recreation Society coming from the Parks and Recreations 2022 Operating budget.	Jen	Awaiting signed agreement
22-03-215	That the La Crete North Access – Capital Project review be TABLED until a future Committee of the Whole meeting agenda with maps and design options.	Jeff	Potential Fall Capital Project Fall of 2023
22-03-218	That a lobbying package be created for the Minister of Agriculture requesting that the Grazing Association be able to keep revenue from the logging and farming on the Fort Vermilion Grazing Reserve for grazing lease improvements.	Byron/Carrie	
22-03-222	That administration communicate with the Recreation Boards regarding backup generators and bring back recommendations to council.	Don	
22-03-233	That Council approve the Regravelling Program 2022 as discussed, and that administration be directed to commence advertising.	Jeff	COMPLETE (changes made to Tender Package)
April 12, 2022 Regular Council Meeting			
22-04-275	That the Fort Vermilion Airport Flood Recovery Phase 3 tender for the Fort Vermilion Airport Lighting Upgrade Project & Disaster Recovery Program Flood Recovery be awarded to Northern Road Builders as originally tendered and including previously negotiated price reductions, while staying in budget.	Byron	Contracts Signed
22-04-277	That a 75% road ban be implemented on Range Road 184 (6 mile road) from 10:00 am. to 10:00 p.m.	Jeff	COMPLETE
22-04-288	That Mackenzie County requests the Register to cancel the existing Certificate of Title for the following	Jen	In Progress

Motion	Action Required	Action By	Status
	parcels of land and now issue new certificate of Title in the name of Mackenzie County: Tax Roll 076930 Tax Roll 296434		
April 26, 2022 Committee of the Whole Meeting			
22-04-048	That a recommendation be made to Council directing administration to amend the Gravel Tender as discussed.	Jeff	COMPLETE (changes made to Tender Package)
April 27, 2022 Regular Council Meeting			
22-04-307	That administration reach out to non-profit organizations for proposals to proceed with a "Spring Hamlet Clean-up Campaign" and bring back findings to Council.	Don	
22-04-308	That administration reach out to the Mighty Peace Fish & Game Association regarding fish stocking local ponds.	Don	
22-04-317	That administration develop a culvert maintenance program.	Jeff/Byron	
22-04-320	That Mackenzie County apply for the Disaster Mitigation and Adaptation Fund to address the overland flooding throughout Mackenzie County.	Byron	In Progress
22-04-321	That Mackenzie County Council send a letter to the Minister of Municipal Affairs stating we do not support the petition as it is written, however we do support the creation of a new municipality within Mackenzie County's boundaries and invite them to participate in a collaborative conversation/process regarding potential municipal boundaries.	Carrie	2022-05-09 COMPLETE
22-04-322	That administration bring back potential dates for Community Meeting's, formally known as Ratepayer Meeting's to the next Council meeting.	Carrie	In Progress
22-04-325	That Council direct administration to bring back Bylaw 908-13 – Unsightly Premises Bylaw for review to a future Council meeting.	Don	
22-04-329	That Council directs the Agricultural Services Board (ASB) to develop an Agricultural Education Program.	Caitlin	Will be developed by admin and taken to next ASB meeting for review and comment
22-04-336	That the Organizational Chart be amended to include the Director of Planning and Agriculture.	Carrie	
May 10, 2022 Regular Council Meeting			
22-05-344	That the 2022 Gravel Crushing contract be awarded to the lowest qualified bidder while staying within budget.	Byron	Contract Signed
22-05-347	That the River Road Subdivision contract be awarded to the highest scoring, qualified bidder while staying within budget.	Byron	Contract Signed

Motion	Action Required	Action By	Status
22-05-349	That the LA on Wheels Society Agreement for the Handi-Bus be amended to include the cost for the Director Liability insurance.	Don/Jen	
22-05-351	That Administration conduct a 2022 Fort Vermilion Residential Garbage Pick Up Survey and bring the results back to Council.	Don	
22-05-353	That the Water Point Building Replacements Project be amended by \$5,000 with funding coming from the Water/Sewer Infrastructure Reserve.	Jen	COMPLETE
22-05-354	That administration proceed with the creation of the Mackenzie County Development Ad-Hoc Committee.	Caitlin	2022-05-24 Council Meeting
22-05-355	That Mackenzie County declare June 6 -12, 2022 as Seniors' Week and register the declaration with the Government of Alberta.	Carrie	COMPLETE
22-05-356	That the Washout and Culvert Upgrade Projects budget be amended by \$300,000 from the Road Reserve to purchase additional culverts and assist with mitigation repairs required from the 2022 Overland Flood.	Jen	COMPLETE
22-05-357	That the following agenda items be added to the June 8th meeting date for discussion: 1. Importance of the backroad (secondary access) 2. Community Updates	Byron/Carrie	
22-05-358	That a letter of support be provided to the La Crete Agricultural Society for their Community Initiative Program grant for the experiment orchard irrigation system and for the development of Phase III.	Carrie	COMPLETE
22-05-359	That Councillor Cardinal be authorized to attend the remaining EOEP online courses.	Carrie	COMPLETE
22-05-360	That Council requests that the Agriculture Services Board (ASB) Committee review and recommend what percentage of wood buffers should remain on all Crown Lands sold.	Caitlin	Will be taken to next ASB meeting
22-05-363	That a letter be written to the Alberta Utilities Commission voicing our concern over the recent increases in utility fees.	Carrie	
22-05-365	That the 2022 Capital Budget be amended by \$500,000 for the interim housing project with funding coming from the General Capital Reserve.	Jen	COMPLETE



May 9, 2022

The Honourable Tyler Shandro
Minister of Justice and Solicitor General
204, 10800-97 Avenue
Edmonton, AB
T5K 2B6

Dear Minister:

Re: Alberta Provincial Police Force

Town council discussed the Alberta Provincial Police Service Transition Study after attending a municipal engagement session. Based on the information provided, Town Council cannot support the transition to a provincial police force.

The information provided at the engagement session did not provide enough information that a provincial police force would provide a better service than what we currently receive. In fact, it raised a question if our service level will be reduced. Under the proposed Hub model, we do not know if our detachment would lose members to work in the service hub.

What was evident from the session is that the Provincial cost to operate a provincial police force would increase. As per the information provided, the Province currently pays \$399 million for police services and the cost of the provincial police force would be between \$538-562 million, however there was no information provided as to how this extra cost would be funded.

As you are aware, as of April 1, 2020, municipalities that receive policing under the Provincial Police Services Agreement (PPSA) are required to pay a portion of the policing costs. In 2023/2024, that portion will be 30%. It stands to reason that the costs to these municipalities would increase with the implementation of a provincial police force.

The requirement to pay for policing puts enormous pressure on our budget. In 2023, it is estimated that the town will pay \$47,740 which is equal to about a 0.5 mill based on the 2022 assessment. Further increases in policing costs may result in reduced services to our residents.

We believe that before the Province makes any decision on the transition to a provincial police force, it is imperative that further information be provided to municipalities on how our current service will be affected and how the transition and increased operating expenses will be funded.

Council would also like to raise the issue of fine and penalty revenue. The intent of Section 162 of the Traffic Safety Act is that fines and penalties should be distributed on the basis of who pays for policing, however, this section does not apply to PPSA communities. We hereby ask that section 162 be amended to allow for the distribution of fines and penalties to PPSA communities at the same percentage that they pay for police services.

We thank you for considering our requests.

Sincerely yours,



Cheryl Calinoiu
Mayor

cc: Honourable Jason Kenney, Premier
MLA Jackie Armstrong-Homeniuk, Vegreville-Fort Saskatchewan
Alberta Municipalities
AB Munis
RMA



May 4, 2022

Via email: office@mackenziecounty.com

Mackenzie County
4511 46 Avenue, Box 640
Fort Vermilion, AB T0H 1N0

**Re: Termination of Alberta Surface Licence of Occupation dated November 10, 1999
CVE TEEPEE CREEK 11-36-124-14
CVE File: S022832A**

Please be advised that Cenovus Energy Inc. (Cenovus) is in receipt of a Reclamation Certificate for the above noted project. A copy is attached for your information.

Reclamation Certificate No. 926350 has been approved and complies with the conservation and reclamation requirements of Part 6 of the Environmental Protection and Enhancement Act.

Should you have any questions or concerns, please contact the undersigned at 403-766-2287 or via email at joe.zhu@cenovus.com

Sincerely,
Cenovus Energy Inc.

Joe Zhu
Surface Land Analyst
Ph: 403-766-2287

Attachment

CENOVUS.COM	P 403.776.2000 F 403.766.7600	225 6 AVE SW PO BOX 766	CALGARY, AB T2P 0M5
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RECLAMATION CERTIFICATE NO. 926350

This reclamation certificate is issued pursuant to section 138 of the Environmental Protection and Enhancement Act (the act), following a review of the information provided in the application. No reclamation inquiry has been held.

This certifies that the surface of the land held by Cenovus Energy Inc., in connection with or incidental to the activities:

Activity Type	Licence/Segment #	Disposition #	LLD	Asset Name
		LOC991297	NW 36-124-14-W5M	
Access Road			NE 1-124-17-W5M	
Access Road			SE 1-124-17-W5M	
Access Road			SW 1-124-17-W5M	
Access Road			SW 1-125-15-W5M	
Access Road			NW 2-124-17-W5M	
Access Road			SE 2-124-17-W5M	
Access Road			SW 2-124-17-W5M	
Access Road			SE 2-125-14-W5M	
Access Road			SW 2-125-14-W5M	
Access Road			NE 2-125-15-W5M	
Access Road			NW 2-125-15-W5M	
Access Road			SE 2-125-15-W5M	
Access Road			NW 2-125-16-W5M	
Access Road			NE 3-124-17-W5M	
Access Road			NW 3-124-17-W5M	
Access Road			NE 3-125-16-W5M	
Access Road			SE 3-125-16-W5M	
Access Road			SW 3-125-16-W5M	
Access Road			NE 4-124-17-W5M	
Access Road			NW 4-124-17-W5M	
Access Road			NE 5-124-17-W5M	
Access Road			NE 10-125-15-W5M	
Access Road			NW 10-125-15-W5M	
Access Road			SE 10-125-15-W5M	
Access Road			SW 11-125-15-W5M	
Access Road			NE 11-125-16-W5M	
Access Road			SE 11-125-16-W5M	
Access Road			SW 11-125-16-W5M	
Access Road			NE 12-124-17-W5M	
Access Road			SE 12-124-17-W5M	
Access Road			NW 12-125-16-W5M	
Access Road			NE 13-124-17-W5M	
Access Road			SE 13-124-17-W5M	
Access Road			NE 13-125-16-W5M	
Access Road			SE 13-125-16-W5M	
Access Road			SW 13-125-16-W5M	
Access Road			NE 15-124-14-W5M	
Access Road			NW 15-124-14-W5M	
Access Road			SW 15-125-15-W5M	
Access Road			NE 16-125-15-W5M	
Access Road			NW 16-125-15-W5M	
Access Road			SE 16-125-15-W5M	
Access Road			NW 18-125-15-W5M	
Access Road			NE 19-124-16-W5M	
Access Road			NW 19-124-16-W5M	
Access Road			SE 19-125-15-W5M	
Access Road			NE 20-124-14-W5M	
Access Road			NW 20-125-15-W5M	
Access Road			SE 20-125-15-W5M	
Access Road			SW 20-125-15-W5M	
Access Road			NE 21-124-14-W5M	
Access Road			NW 21-124-14-W5M	
Access Road			SE 21-124-14-W5M	
Access Road			SW 21-125-15-W5M	
Access Road			NE 22-124-14-W5M	

Activity Type	Licence/Segment #	Disposition #	LLD	Asset Name
Access Road			SE 22-124-14-W5M	
Access Road			SW 22-124-14-W5M	
Access Road			NE 24-124-17-W5M	
Access Road			SE 24-124-17-W5M	
Access Road			NE 27-124-14-W5M	
Access Road			SE 27-124-14-W5M	
Access Road			NW 29-124-14-W5M	
Access Road			SE 29-124-14-W5M	
Access Road			SW 29-124-14-W5M	
Access Road			NE 29-124-16-W5M	
Access Road			NW 29-124-16-W5M	
Access Road			SW 29-124-16-W5M	
Access Road			NE 30-124-14-W5M	
Access Road			SE 30-124-16-W5M	
Access Road			NW 31-124-14-W5M	
Access Road			SE 31-124-14-W5M	
Access Road			SW 31-124-14-W5M	
Access Road			SE 32-124-16-W5M	
Access Road			NE 33-124-16-W5M	
Access Road			NW 33-124-16-W5M	
Access Road			SW 33-124-16-W5M	
Access Road			NE 34-124-14-W5M	
Access Road			SE 34-124-14-W5M	
Access Road			NE 36-124-15-W5M	
Access Road			NW 36-124-15-W5M	

as shown outlined in yellow on the attached plan(s), complies with the conservation and reclamation requirements of Part 6 of the act.

Issued on April 16, 2019



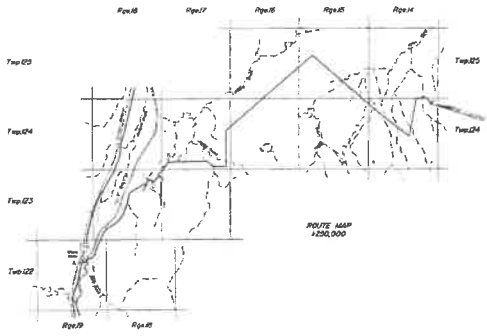
Steve Demkiw
Designated Inspector Under the Act

Operator/Agent:
Cenovus Energy Inc.
500 Centre Street SE
Calgary

The AER may cancel this reclamation certificate pursuant to section 139 of the act where it is of the opinion that further work may be necessary to conserve and reclaim the above specified land to which this certificate relates.

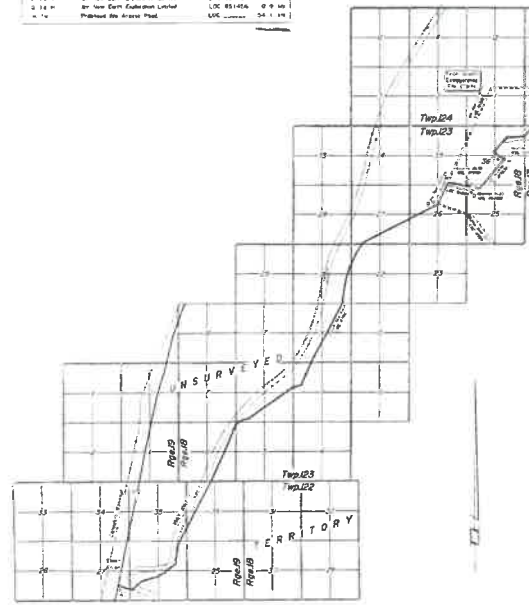
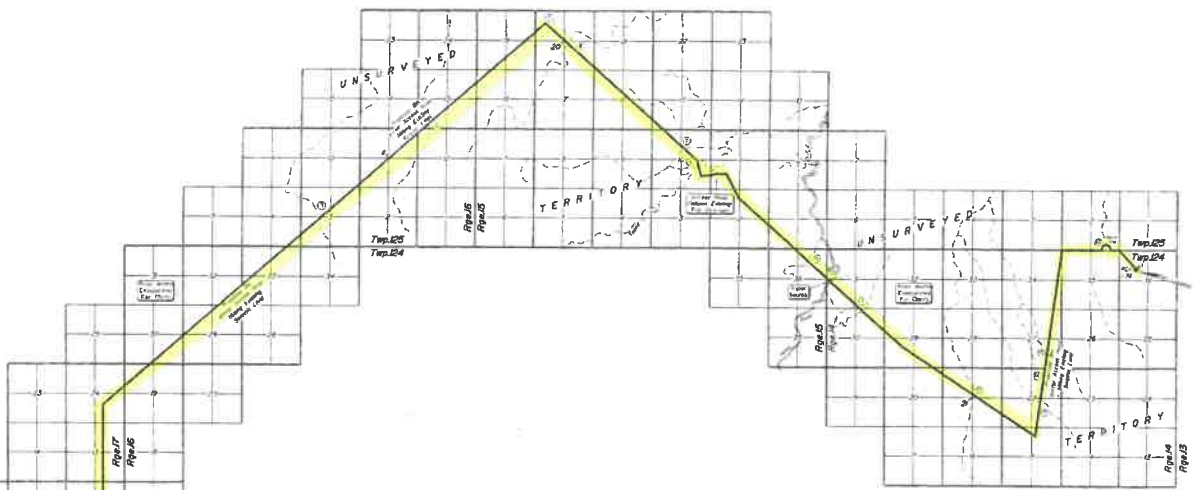
The Responsible Energy Development Act (REDA) permits the filing of a request for a regulatory appeal by an eligible person in regards to an appealable decision as defined in section 36 of REDA. If you are eligible to file a request for a regulatory appeal and you wish to do so, you must submit your request in the form and manner and within the timeframe required by the AER. Filing requirements are set out in section 30 of the Alberta Energy Regulator Rules of Practice available on the AER website, www.aer.ca, under Rules & Directives > Acts, Regulations and Rules. Regulatory appeal requests should be e-mailed to RegulatoryAppeal@aer.ca.

Alberta Energy Regulator Suite 1000, 250 Street SW, Calgary, Alberta T2P 0R4



DETAILS

A 14 B	Older Top. Exp. Elevation Control	LSC 4754	14.8 km
B 14 C	New Top. Exp. Elevation Control	LSC 81484	0.7 km
C 14 D	North-South Measure by	LSC 861104	0.7 km
D 14 E	3rd Triangulation Measure by	LSC 972317	1.3 km
E 14 F	Proposed 8m Access Road	LSC	2.3 km
F 14 G	8m New Earth Elevation Control	LSC 851434	0.9 km
G 14 H	8m New Earth Elevation Control	LSC 851434	0.9 km
H 14 I	Proposed 8m Access Road	LSC	54.1 km



SECTIONS AFFECTED BY PROPOSED 8m AVR

TWP.03 RGE.04 W.5 MER.
E1/2 Sec.26, NW1/4 Sec.30

TWP.03 RGE.07 W.5 MER.
NW1/4 Sec.3

TWP.04 RGE.07 W.5 MER.
SW1/4 Sec.8, NE1/4 Sec.9, NW2 Sec.8, NW3 Sec.8, NW4 Sec.8, SW2 Sec.8, SW3 Sec.8, NW1/4 Sec.9, NE1/4 Sec.9, NW2 Sec.9, NW3 Sec.9, NW4 Sec.9, SW2 Sec.9, SW3 Sec.9, NW1/4 Sec.10, NE1/4 Sec.10, NW2 Sec.10, NW3 Sec.10, NW4 Sec.10, SW2 Sec.10, SW3 Sec.10

TWP.04 RGE.08 W.5 MER.
NW1/4 Sec.8, SW2 Sec.8, NW2 Sec.8, NE1/4 Sec.9, SE1/4 Sec.9, NW2 Sec.9, NW3 Sec.9, NW4 Sec.9, SW2 Sec.9, SW3 Sec.9, NW1/4 Sec.10, NE1/4 Sec.10, NW2 Sec.10, NW3 Sec.10, NW4 Sec.10, SW2 Sec.10, SW3 Sec.10

TWP.05 RGE.08 W.5 MER.
NW1/4 Sec.8, SW2 Sec.8, NW2 Sec.8, NE1/4 Sec.9, SE1/4 Sec.9, NW2 Sec.9, NW3 Sec.9, NW4 Sec.9, SW2 Sec.9, SW3 Sec.9, NW1/4 Sec.10, NE1/4 Sec.10, NW2 Sec.10, NW3 Sec.10, NW4 Sec.10, SW2 Sec.10, SW3 Sec.10

TWP.04 RGE.05 W.5 MER.
NW2 Sec.30

TWP.04 RGE.04 W.5 MER.
NW1/4 Sec.2, SW2 Sec.2, NW2 Sec.2, NE1/4 Sec.3, NW2 Sec.3, NW3 Sec.3, NW4 Sec.3, SW2 Sec.3, SW3 Sec.3, NW1/4 Sec.4, NE1/4 Sec.4, NW2 Sec.4, NW3 Sec.4, NW4 Sec.4, SW2 Sec.4, SW3 Sec.4

TWP.05 RGE.04 W.5 MER.
NW2 Sec.30

TWP.05 RGE.04 W.5 MER.
NW1/4 Sec.2, SW2 Sec.2, NW2 Sec.2, NE1/4 Sec.3, NW2 Sec.3, NW3 Sec.3, NW4 Sec.3, SW2 Sec.3, SW3 Sec.3, NW1/4 Sec.4, NE1/4 Sec.4, NW2 Sec.4, NW3 Sec.4, NW4 Sec.4, SW2 Sec.4, SW3 Sec.4

TWP.05 RGE.04 W.5 MER.
SW2 Sec.30

TABLE OF WATER CROSSINGS

No.	Water Name	Structure	Length (Meters)	Design
1	St. Lawrence River	3.0m Reinforced Concrete	14.31x17.05	4.0m x 3.0m (10' x 10')
2	St. Lawrence River	4.0m Reinforced Concrete	14.14x17.05	2.8m x 3.0m (9' x 10')
3	St. Lawrence River	3.0m Reinforced Concrete	14.31x17.05	4.0m x 3.0m (10' x 10')
4	St. Lawrence River	4.0m Reinforced Concrete	14.14x17.05	2.8m x 3.0m (9' x 10')
5	St. Lawrence River	3.0m Reinforced Concrete	14.31x17.05	4.0m x 3.0m (10' x 10')
6	St. Lawrence River	4.0m Reinforced Concrete	14.14x17.05	2.8m x 3.0m (9' x 10')
7	St. Lawrence River	3.0m Reinforced Concrete	14.31x17.05	4.0m x 3.0m (10' x 10')
8	St. Lawrence River	4.0m Reinforced Concrete	14.14x17.05	2.8m x 3.0m (9' x 10')
9	St. Lawrence River	3.0m Reinforced Concrete	14.31x17.05	4.0m x 3.0m (10' x 10')
10	St. Lawrence River	4.0m Reinforced Concrete	14.14x17.05	2.8m x 3.0m (9' x 10')
11	St. Lawrence River	3.0m Reinforced Concrete	14.31x17.05	4.0m x 3.0m (10' x 10')
12	St. Lawrence River	4.0m Reinforced Concrete	14.14x17.05	2.8m x 3.0m (9' x 10')
13	St. Lawrence River	3.0m Reinforced Concrete	14.31x17.05	4.0m x 3.0m (10' x 10')
14	St. Lawrence River	4.0m Reinforced Concrete	14.14x17.05	2.8m x 3.0m (9' x 10')
15	St. Lawrence River	3.0m Reinforced Concrete	14.31x17.05	4.0m x 3.0m (10' x 10')
16	St. Lawrence River	4.0m Reinforced Concrete	14.14x17.05	2.8m x 3.0m (9' x 10')

LEGEND

EXISTING HDL
PROPOSED HDL SITE
EXISTING LOC
PROPOSED 8m ACCESS ROAD

NOTES

- Proposed Access Road has a width of 8m and is 10m wide at corners.
- Area Reserved for Proposed Access Road is 8m wide.
- Proposed Access Road shows existing survey lines only.

Plan No. 19673.01
Sheet 1914-10-13
Plan Loc. 991607

DATE: 1978-10-13
BY: [Signature]

PanCanadian
Techniques - Estimation

Plan Showing
8m Winler Access Road
to PCP PCR Yates #1-36-124-14-W.5

PCP
PCR
Yates #1-36-124-14-W.5

FW: Register Today for the PNWER Annual Summit



Credit: Tourism Calgary/Roth and Ramberg Photography Inc.

31ST PNWER ANNUAL SUMMIT
JULY 24-28, 2022 | CALGARY, ALBERTA

**REGISTRATION
NOW OPEN!**

Learn more at www.pnwer.org/2022-summit

Pacific NorthWest
Economic Region

Register today for PNWER's 31st Annual Summit!

PNWER is proud to host our 31st Annual Summit in Calgary, Alberta on July 24 – 28, 2022! Join regional legislators, business leaders, and key decision makers as we explore shared challenges in the region, discuss best practices, strengthen regional relationships, and create action plans for addressing these challenges.

The PNWER Annual Summit is the leading forum for people in the policy world and the business world to come together to develop solutions to regional challenges. PNWER has been a leader in facilitating stakeholder engagement in the Pacific Northwest, as an organization chartered by the states of Alaska, Idaho, Montana, Oregon, and Washington, and the western provinces and territories of Alberta, British Columbia, the Northwest Territories, Saskatchewan, and the Yukon.

REGISTER HERE

VISIT OUR WEBSITE

VIEW AGENDA

**Additional details and
speakers continue to be
added so check back often!**

Can't join us in person?

**Register to attend virtually and
be part of the conversation!**

Accommodations

Reserve your room today at the Hyatt Regency Calgary!



Book your room in the PNWER block to receive the rate of \$174 CAD + tax/\$137 USD + tax. The room block expires on July 2nd.

**All sessions will be held at the Hyatt Regency Calgary unless otherwise noted on the agenda.*

[Book your room here!](#)

WATCH: PNWER President MLA Richard Gotfried's Member Statement to the Legislative Assembly of Alberta on April 26

[Watch the video](#)

PNWER and Alberta



Today I proudly reflect on the incredible personal, cultural, and economic bonds we

PNWER Project Update: Congregate Solutions Accelerator Cohort Two Announcement



Congregate is a program partnership of:



PNWER has selected nine tech startups from across the United States for the second cohort of its **Congregate Solutions Accelerator**. The Congregate Accelerator brings tech startups together with experts from industry and government to solve challenges in the Tourism, Performing Arts, Travel, and Hospitality (TPATH) industries.

Over the course of the next ten weeks, these founders will work with Congregate to secure partnerships with travel and tourism companies throughout the northwest to test out concepts that can help the industry around these lingering challenges: (1) workforce and labor challenges and (2) the lagging recovery in business travel.

Learn more about the Congregate and the Cohort companies at www.congregate.resiliencefoundry.org/cohort-2.

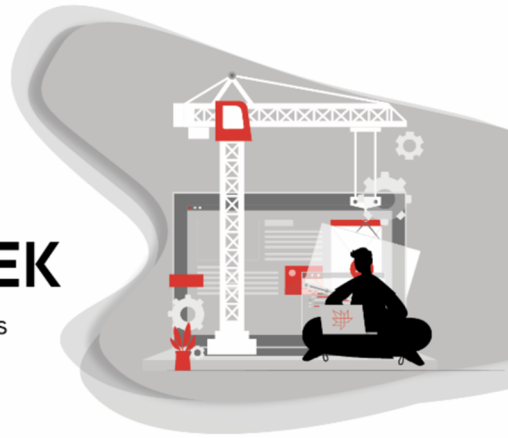


**SUPPLY CHAIN
CANADA**

MAY 16 - 20, 2022

SUPPLY CHAIN WEEK

A Celebration of the People Powering Supply Chains



REGISTRATION NOW OPEN

Partner Event: [Supply Chain Week Virtual Conference](#)

PNWER is excited to partner with [Supply Chain Canada](#) for their 2022 Supply Chain Week Virtual Conference. PNWER members can use the promo code **PNWER50** for a special rate! Rate expires May 13th.

[Learn more & register here](#)

Thank you to our Sponsors!

Interested in partnering with PNWER?

Learn more by visiting pnwer.org/sponsorship today!

Thank you to our 2022 Annual Summit Host Jurisdiction!

Alberta

Platinum Title Sponsors



Diamond Presenting Sponsor



BRITISH
COLUMBIA

Gold Track Sponsor



Silver Session Sponsor



Bronze Supporting Sponsor



Proudly representing the Port of Vancouver, the Vancouver Fraser Port Authority is pleased to be a Sponsor of PNWER.



Copper Exhibitor Sponsors



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Pacific NorthWest Economic Region | World Trade Center, 2200 Alaskan Way, Suite 460,
Seattle, WA 98121

[Unsubscribe lisa@mackenziecounty.com](mailto:lisa@mackenziecounty.com)

[Update Profile](#) | [Constant Contact Data Notice](#)

Sent by tara.edens@pnwer.org in collaboration with



Time	Saturday 7/23	Sunday 7/24	Monday 7/25	Tuesday 7/26	Wednesday 7/27			
8:00 AM	The Decorum Forum: A discussion on civil discourse for legislators		Session 1: Breakfast Keynote: A Diplomatic Welcome 8:00 - 9:15am	Session 7: Breakfast Keynote: Energy Security, electrification and critical minerals 8:00 - 9:15am	Session 13: Breakfast Keynote: Are we there yet?: Regional Economic Recovery and The Future of our Workforce 8:00 - 9:15am			
8:15 AM				15 minute coffee break	15 minute coffee break	15 minute coffee break		
8:30 AM				Session 2a: Reunited: The Future of Border Travel 9:30 - 10:30am	Session 8a: In Flux- the geopolitical impacts on our global supply chains 9:30 - 10:30am	Session 8b: Transboundary Feral Swine Summit 9:30 - 10:30am	Session 14: Scaling Up: pandemic recovery through Innovation and Technology 9:30 - 10:30am	
8:45 AM				15 minute coffee break	15 minute coffee break	15 minute coffee break		
9:00 AM				Session 3: Mixed Generation Utilities Energy Leaders Roundtable 10:45 - 12:00pm	Session 9a: Now Hiring: Tourism/Workforce- Seasonal workers and cross-border workforce 10:45 - 11:45am	Session 9b: Transboundary Feral Swine Summit 10:45 - 11:45am	Session 15: Health & the Economy: Lessons from the pandemic in economic resiliency. This session is presented by the Institute of Health Economics and the One Society Network. 10:45 - 11:45am	
9:15 AM				15 minute networking break	30 minute networking break	30 minute networking break		
9:30 AM			Full Day Policy Tours Invitation Only Oil Sands tour- hosted by Cenovus	Session 4: Lunch Plenary: An Alberta Welcome 12:15 - 1:30pm	Session 10: Lunch Plenary: Future Proofing our Infrastructure	Keynote Luncheon		
9:45 AM					15 minute coffee break	15 minute coffee break	15 minute coffee break	
10:00 AM					Session 5a: Liquid Fuel / Natural Gas Panel 1:45 - 2: 45pm	Session 5b: Forest for the Trees: Climate Change and Active Forest Management	Session 5c: CBLH	
10:15 AM					Session 6a: Pathways to NetZero 3:00pm - 4:00pm	15 minute coffee break		
10:30 AM		Session 6b: A River runs through it: Transboundary water collaboration		Session 6c: CBLH				
10:45 AM		Energy Showcase 4:15 - 5:30						
11:00 AM		30 minute refresh break						
11:15 AM		Offsite Reception- Bow Centre hosted by Cenovus 6:00 - 8:00pm						
11:30 AM		PNWER is delighted to partner with our sponsor Cenovus for a special offsite evening reception at the observation floor of The Bow, located within walking distance of the Hyatt. Please note that all attendees, including spouses, must be registered in advance. Must be 18+ to attend.						
11:45 AM		Hospitality Suite 8 - 10pm		Hospitality Suite	Hospitality Suite			
12:00 PM								
12:15 PM	Executive Committee							
12:30 PM								
12:45 PM								
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Subject: FW: VOLUNTEER OPPORTUNITY: True North HAC is Recruiting
Attachments: wf-hac-faqs-recruitment.pdf; ahs-ac-eoi.docx; True North Poster.pdf; Advisory Council Fast Facts.pdf

From: Valerian Nyaga <Valerian.Nyaga@albertahealthservices.ca> **On Behalf Of** Truenorth HAC
Sent: May 18, 2022 4:50 PM
To: Truenorth HAC <truenorth@albertahealthservices.ca>
Subject: VOLUNTEER OPPORTUNITY: True North HAC is Recruiting

Hello,

The True North Health Advisory Council is currently recruiting new volunteer members within the [North Zone](#) to join the healthcare conversation.



We are seeking representatives from the True North area who:

- Want to be part of the health care conversation and engage with Alberta Health Services on health care topics.
- Are appreciative of diverse points of view
- Are connected to members of their community
- Can attend three scheduled meetings (in person or virtually) and one engagement event (in person or virtually) per year.

For more information, visit the [True North Health Advisory Council](#) website and review the [True North Annual Report](#).

Those interested can [Apply online](#), or complete the attached Expression of Interest (EOI) form and submit directly via email to community.engagement@ahs.ca

Thank you in advance for your consideration. I am available to speak about the opportunity further with anyone who may be interested in applying! Please share this volunteer opportunity widely with the members of your community.

Thank you for your help in spreading awareness of this opportunity,

Aaryn Lynham (she / her / elle)
Advisor, Advisory Council relations
True North HAC | Peace HAC | Lesser Slave Lake HAC
Email: aaryn.lynham@albertahealthservices.ca

Alberta Health Services
Learn more at ahs.ca



This message and any attached documents are only for the use of the intended recipient(s), are confidential and may contain privileged information. Any unauthorized review, use, retransmission, or other disclosure is strictly prohibited. If you have received this message in error, please notify the sender immediately, and then delete the original message. Thank you.



Advisory Councils Expression of Interest

Alberta Health Services (AHS) is committed to ensuring that Albertans have a voice in healthcare. One way we achieve this is through Advisory Councils across Alberta. These councils provide insights and input on health service delivery, priorities and programs to the Board of Directors and AHS leadership. They bring forward feedback from the public to support AHS' strategic direction.

AHS is now recruiting Albertans to become Health Advisory Council members or Provincial Advisory Council members. Health Advisory Council members are passionate about healthcare, interested in listening to people and providing feedback to AHS. Members reside within their council geographic area – see [map](#) here to determine your council area. Provincial Advisory Councils are made up of public members from various parts of the province who have lived experiences with cancer, addiction and mental health (AMH) or seniors and continuing care

Health Advisory Council members serve terms of three years, to a maximum of six years. Provincial Advisory Council members are appointed for two, three year terms or three, two year terms. Interested applicants should complete the following Expression of Interest form. The AHS Board will appoint council members once the selection process is complete.

The form can be e-mailed to community.engagement@ahs.ca.

If you require assistance in completing this form or have any questions regarding the Expression of Interest process, please contact the Community Engagement department toll free at 1-877-275-8830, or via email at community.engagement@ahs.ca.

For further information on Advisory Councils, please visit our [website](#).

Thank you for your interest.

Janine Sakatch
Executive Director, Community Engagement, AHS

Full Name: _____
(First) (Last)

Address: _____
(Mailing Address)

(City, Province) (Postal Code)

Email address: _____

Home Phone: () -

Work Phone: () -

Cell Phone: () -

Advisory Council:

*Please indicate which council (s) you are applying for

Health Advisory Councils:

- David Thompson
- Greater Edmonton
- Lakeland Communities
- Lesser Slave Lake
- Oldman River
- Palliser Triangle
- Peace
- Prairie Mountain
- Tamarack
- True North
- Wood Buffalo
- Yellowhead East

Provincial Advisory Councils:

- Addiction & Mental Health Provincial Advisory Council
- Cancer Provincial Advisory Council
- Seniors & Continuing Care Provincial Advisory Council
- Sexual Orientation, Gender Identity & Expression

****Please review the area map on the AHS website to identify the Health Advisory Council for the area you live. Provincial Advisory Councils recruit from across the province. Should you require further clarification please contact the Community Engagement department toll free at 1-877-275-8830 or via email at: community.engagement@ahs.ca***

Please answer the following questions.

1. What interests you most about being a member of an Advisory Council?

2. What insights, experience, and perspectives do you feel you have to offer?

3. Health Advisory Council members work in an advisory role communicating community health concerns and priorities to AHS leaders. Members represent large areas with diverse demographics. Please comment on how you might be able to represent the perspectives of the public across the entire council area.

4. Provincial Advisory Council members work in an advisory role communicating concerns and priorities to AHS leaders. Members will be selected to ensure representation on the council comes from all health zones and/or diverse demographics. Please comment on how you might represent the perspectives of the public across your health zone and the demographic you feel best able to represent:

5. Please outline any experience you may have which would enable you to work successfully with other Advisory Council members in a group setting?

6. Have you previously volunteered with AHS, or one of the former health regions?

Yes Please indicate location and position:

No

7. Are you currently employed with AHS?

Yes Please indicate location and position:

No

8. How did you hear about recruitment for the Advisory Councils?

Facebook

Twitter

Poster

Newspaper Ad

Radio

Internet Ad

Other: _____

Word of mouth

9. We have a limited number of advisory roles available. Should you not be appointed at this time, can AHS inform you of other opportunities which may arise for public involvement?

Do you consent to the Community Engagement department retaining your contact information for this purpose?

Yes

No



Frequently Asked Questions

How long is the recruitment drive?

Recruitment for Advisory Councils runs year-round until vacancies are filled. An interview and screening process will occur and once selected, new member appointments are forwarded to the AHS Board for approval.

What criteria are used in the selection process of new members?

We strive to appoint Council members who reflect the rich diversity of Alberta's population. In addition, members must:

- be 18 and over
- demonstrate an interest in healthcare in Alberta
- be well connected to your community to ensure diversity of perspectives
- reside in the Council area for which you are applying
- undergo a criminal record check and complete a conflict of interest
- compliance with AHS' [Immunization of Workers for COVID-19 Policy](#), by the date of commencement
- commit to meeting four times per year at locations throughout your Zone
- Provincial Advisory Council (PAC) members are required to have lived experience

How do I become a Health Advisory Council member?

Complete an [Expression of Interest](#) form and return it to community.engagement@ahs.ca. More information can be found on our [website](#), or toll-free at 1.877.275.8830.

How long would I serve on a Council?

Each term on a Health Advisory Council (HAC) is three years. Terms on PACs are either two or three years; all to a maximum of six years.

What is the time commitment to sit on Council?

HACs hold a minimum of two public meetings and 1-2 engagement events in a year. PACs hold four public meetings in a year. These occur between September-June at Council's scheduling, and occur virtually or at locations in the Council's geographic area.

When opportunity presents itself, many members choose to sit on other committees related to health services, and bring that information back to their respective Council. Engagement opportunities arise throughout the year, and each Council determines what is most suitable, based on their goals and objectives.

What are the responsibilities of a member?

- Act in an advisory capacity to Alberta Health Services (AHS), by providing feedback on specific issues and initiatives
- Gather information from your community and provide that local perspective to AHS on the province-wide healthcare system
- Promote and participate in engagement activities that contribute to healthcare services in Alberta
- Attendance at Council meetings and 1-2 engagement events
- Participate in discussion with AHS leadership about what is working well in health services and where there are areas for improvement

Do members get paid to be part of Council?

These are voluntary positions. That said, when out-of-pocket expenses are incurred as the result of Council activity, members will be reimbursed as per current Government of Alberta rates.



Advisory Council Fast Facts

Background and Types of Councils

Council members volunteer their time to provide feedback based on lived experience or community input, listen to the people in their communities, and commit to giving feedback and advice to AHS on healthcare services and programs and community priorities.

Members represent a variety of backgrounds, cultures, and age groups and bring diverse perspectives to healthcare discussions. Councils work to build relationships and open lines of communication between the public and AHS.

Health Advisory Councils (HACs)

There are 12 HACs in Alberta, made up of people that live within certain geographic areas.

Provincial Advisory Councils (PACs)

There are four PACs in Alberta that focus on different areas of health:

- Cancer
- Addiction and Mental Health (A&MH)
- Seniors and Continuing Care (SCC)
- Sexual Orientation, Gender Identity & Expression (SOGIE)

PACs are made up of public members who represent all AHS zones, healthcare professionals, and stakeholders in their area of focus.

Wisdom Council

The Wisdom Council is a provincial council that focuses on Indigenous health priorities, services, and resources. This council is made up of public members from across treaty areas and Alberta's health zones.

Advisory Council Members:

- Are volunteers who represent their community.
- Share information on health services with the community and provide feedback and input to AHS.
- Are members of the public who may be community leaders or those with a health profession background.
- Are asked to identify any real or perceived conflicts of interest through a Conflict-of-Interest declaration form. This process helps to ensure any personal or financial interests do not interfere or influence the advice provided.
- Are appointed by AHS' Board of Directors.



Council Member Roles:

- Share their communities’ priorities with AHS.
- Provide advice and help to inform the decision-making process.
- Participate in all public and other Advisory Council meetings.
- Promote and participate in activities, including activities outside of regularly scheduled meetings, that enhance Albertans’ health.
- Engage with the community by co-hosting events with AHS or participating in a variety of engagement activities, such as focus groups, Community Conversations and information sessions to understand all aspects of community perspectives and support the Council.
- Provide feedback on public education materials, policies, or discussion topics.
- Communicate regularly through e-mail, phone, or online.
- Follow-up on commitments made to your community on behalf of the Council.
- Share public information with your community.
- Act as a partner to AHS and have an open, constructive relationship that contributes to shared goals.

The Scope of Advisory Councils:

What is the scope of your role?	What is out of scope of your role?
Share community priorities with AHS.	Voice opinions on behalf of a community without consulting with them first.
Provide advice to AHS and help to inform decision making.	Give medical advice.
Engage with the community to understand all aspects of community perspectives and support the Council commitments.	Sharing patient information or personal concerns on specific cases that could disclose personal health information.
Provide feedback to AHS on public education materials, policies, or discussion topics.	Position issues or personal opinions in individual cases as system-wide feedback.
Share public information with your community.	Use Council events and activities to promote personal issues or interests.
Follow up on commitments made to your community on behalf of Council.	Promise specific changes or outcomes to your community.

*This is a snapshot of Advisory Councils in Alberta. For more information, please visit us [here](#).

Help build a better health system. Join the True North Health Advisory Council!

- Are you passionate about healthcare and service delivery?
- Do you enjoy engaging your friends, neighbours and community in discussion?
- Do you have interest in improving health and wellness in your community?

We are recruiting volunteer members to the True North Health Advisory Council, which includes the areas as seen on the map. Visit ahs.ca/advisorycouncils to learn more.

Apply today: [ONLINE FORM](#)

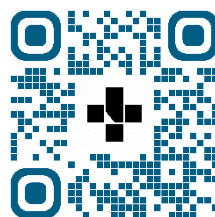
More information:
community.engagement@ahs.ca



More info:

call: 1-877-275-8830

email: truenorth@ahs.ca



True North
Health Advisory Council



Mighty Peace Watershed Alliance

**Annual General Meeting
June 16th, 2022 – Dunvegan Inn & Suites, Fairview, Alberta**

Vision - *The Peace is a healthy, sustainable watershed that supports our social, environmental and economic objectives.*

Mission - *To promote watershed excellence, the Mighty Peace Watershed Alliance will monitor cumulative effects from land use practices, industry and other activities in the watershed and work to address issues through science, education, communication, policy and by supporting watershed stewardship.*

MPWA Goals:

#1 - The Mighty Peace Watershed Alliance is a strong, vibrant, and sustainable organization.

#2 - The Board and Members of the Mighty Peace Watershed Alliance are well educated about air, water and land issues in the basin and are open to innovative ideas and practices.

#3 - The Mighty Peace Watershed Alliance is well-known and accessible to residents in the basin.

#4 - Residents of the Peace watershed have access to safe, secure drinking water.

#5 - Water quality, quantity and seasonal rate of flow in the Peace watershed is understood and advice on its uses are made to the appropriate bodies.

#6 - Watershed Stewardship is widely supported by residents throughout the basin.

Agenda

12:30 Registration

- 1:00**
1. Call to Order
 2. Official Welcome & Introductions
 3. Details regarding Election Process
 4. Accept Agenda
 5. Accept Minutes of June 17, 2021 AGM
 6. Message from Board Chair
 7. Report of the Executive Director
 8. Financial Report March 2022
 9. 2021/22 Project Update & 2022/2023 Projects

2:45 10. Presentation: Visualizing Cumulative Effects in the Watershed with Alberta Tomorrow, Jennifer Janzen, Alberta Tomorrow Executive Director

3:45 Coffee Break

4:00 11. Board of Directors Election

4:30 12. Other Items:
Questions & Answers

4:45 13. Annual General Meeting Adjourned

Safe Travels Home

-This is an in-person meeting.

-Pre-registration is required for the AGM.

-To vote during the AGM, please ensure your MPWA Membership is up to date.

Note: There will be an Alberta Tomorrow Workshop from 6:30-8:30. A separate Pre-registration is required.



ANNUAL GENERAL MEETING
Thursday June 16, 2022
Dunvegan Inn & Suites, Fairview, AB
In-person Event

12:30 - Registration

1:00 pm – 5:00 pm

- **Annual General Meeting** – including: Minutes of previous meeting, organization reports and updates, Financial Report, and Election of Board of Directors.
- **Guest Speaker:** Jennifer Janzen, Executive Director for Alberta Tomorrow – **Visualizing Cumulative Effects in the Watershed with Alberta Tomorrow**

Each year the Membership will elect half of the Directors for a 2-year term. The following seats up for election this year:

Second year of a 2-year term (2022-2023)	2-year term (2022-2024)
<u>Industry</u> <ul style="list-style-type: none"> • Mining <u>Indigenous Communities</u> <ul style="list-style-type: none"> • Upper Watershed First Nation • Middle Watershed First Nation • Metis Settlement General Council 	<u>Industry</u> <ul style="list-style-type: none"> • Agriculture • Oil & Gas • Utilities <u>Government</u> <ul style="list-style-type: none"> • Provincial Government • Small Urban Municipalities • Rural Municipalities <u>Non-government Organizations</u> <ul style="list-style-type: none"> • Conservation/Environment • Research/Education <u>Aboriginal Communities</u> <ul style="list-style-type: none"> • Metis Nation of Alberta • Lower Watershed First Nation

- Nomination forms are on the website www.mightypeacewatershedalliance.org and are to be submitted to the MPWA office one week (7days) prior to the AGM. Nominations from the floor will be accepted at the AGM (providing nominee, letter of support, nomination form, and membership form are in order).

All are welcome to this Public meeting. Only those with ‘resident individual’ and ‘resident organization’ memberships may vote. Please submit a completed membership form to mpwa.execdirector@telus.net.

Name		Phone #	
Address		Town	
Postal Code		Organization (if applicable)	
Email			

To register for the AGM, please complete the online form return this form to the MPWA office by **June 10th** via email to mpwa.execdirector@telus.net or Fax: 780-324-3377 or complete the online form at <https://forms.gle/471r8xyCzCvUS5px7>.

From: admin@lacretechamber.com
To: admin@lacretechamber.com
Subject: 13th Annual Chamber Fun Golf Tourney
Date: May 10, 2022 8:39:26 PM
Attachments: [image002.png](#)

Sign up for our 13th Annual Chamber Fun Golf Tourney.

See **Sponsorship Opportunities** on poster below.

*Feel free to print the attached poster and put it in your coffee area to help get a TEAM together for your business

NOTE: There are 2 options for Tee-Times

1st Set of Golfers start @ 3:00 PM and have supper after they finish golfing.

2nd Set of Golfers eat supper first (@ 5:00 PM) and then Golf as 1st Golfers finish Golfing.

13th ANNUAL - 2022

LA CRETE CHAMBER MEMBER'S FUN GOLF TOURNEY @



Monday, June 6

Afternoon Golfers: 3:00 PM

Supper Starts: 5:00 PM

Evening Golfers:

**Eat before Golfing & Begin
Golfing as Afternoon
Golfers come off the course.**



- **4 Ball Best Ball**
- **No prizes**
- **No Pressure Just Fun**

BOOK your TEAM or Individual
 Call or Text: 780.285.4409
Admin@LaCreteChamber.com
 For more information:
www.LaCreteChamber.com

<u>TEAM of 4</u>	
1 Round Golf & Supper	\$290
TEAM Golf Only	\$140
TEAM Steak Supper Only ...	\$150
Golf Cart Rental EXTRA	\$ 25
*Individual Steak Supper ...	\$ 40
*Individual Round of Golf ...	\$ 35

SPONSORSHIP OPPORTUNITY:

GOLD \$500

SILVER \$250

Water/Ice

SPONSORS LOGO HERE	SPONSORS LOGO HERE	SPONSORS LOGO HERE	SPONSORS LOGO HERE	
		SPONSORS LOGO HERE	SPONSORS LOGO HERE	

Make the most of every season

Larry Neufeld

Manager

La Crete & Area Chamber of Commerce

Office: 780.928.2278

Mobile: 780.285.4409

10013-101 Avenue

Box 1088

La Crete, AB T0H 2H0

www.LaCreteChamber.com